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Automated Land and Mineral
Record System
ALMRS

Volume 13

Exchanges Program

By:

U.S. Department of the Interior
Bureau of Land Management
ALMRS-GIS Project Office - DSC
Denver Federal Center
Denver, Colorado 80225

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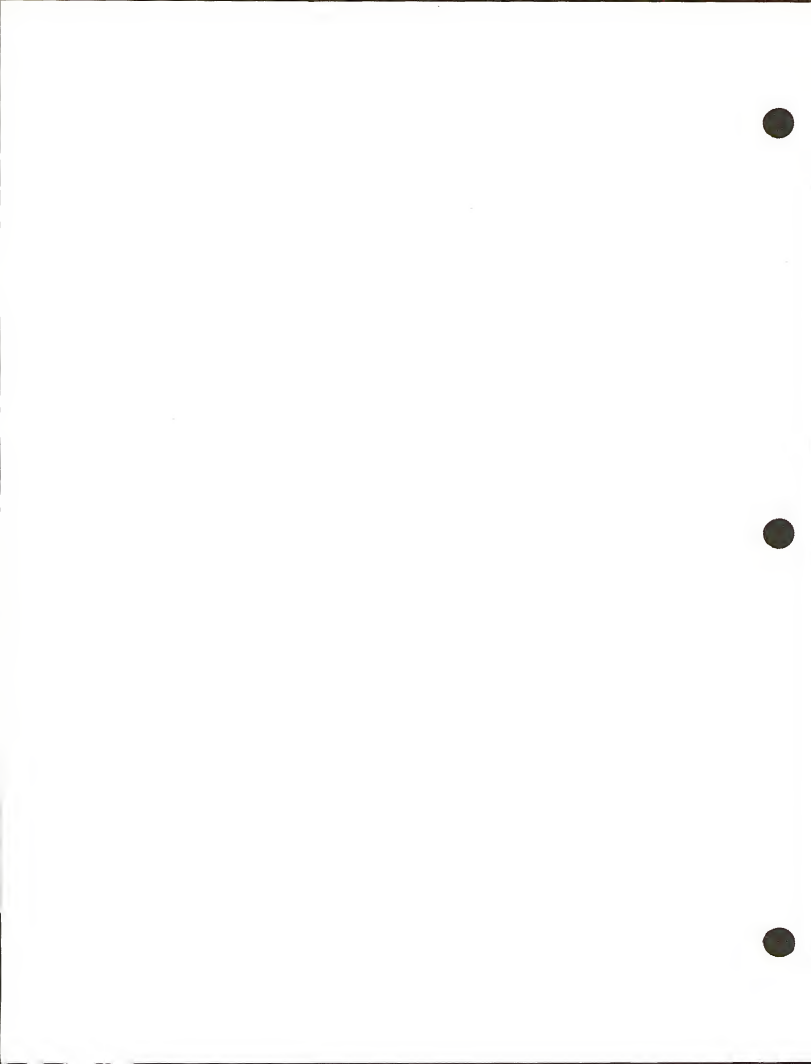
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CHAPTER 1
INTRODUCTION

This document describes the current system for processing exchanges pursuant to the following sections of the 43 CFR (Code of Federal Regulations):

1. 2200 - General
2. 2201 - Specific Requirements
3. 2202 - National Forest Exchange
4. 2203 - Exchanges Involving Fee Federal Coal Deposits
5. 2212 - Miscellaneous State Exchanges
6. 2240 - National Park System Exchanges
7. 2250 - Wildlife Refuge Exchanges
8. 2271 - Indian Reservation Exchanges
9. 2272 - National Wild and Scenic Rivers and Trails Systems
10. 2274 - National Conservation Area Exchanges

Exchanges contains the procedures for the exchange of public lands or interests therein for non-Federal lands and interests therein. The objective is the acquisition and disposal of lands and interests for the benefit of the public interest through the use of the exchange authority granted by the Federal Land Policy and Management Act (FLPMA) of 1976. In Alaska, the Alaska Native Claims Settlement Act (ANCSA) of 1971 and the Alaska National Interest Lands Conservation Act (ANILCA) of 1980, along with FLPMA, provide authority for exchanges.

INTRODUCTION

When the BLM considers public interest, full consideration will be given better Federal land management and the needs of State and local people, including needs for lands for the economy, community expansion, recreation areas, food, fiber, minerals, and fish and wildlife. There must also be finding that the values and objectives which Federal lands and interests to be conveyed may serve if retained in Federal ownership are not more than the values of the non-Federal lands and interests and the public objectives they could serve if acquired.

This document is organized as follows: Chapter 1 - Introduction explaining the scope and structure of the document; Chapter 2 - Data Flow Diagrams (DFDs) illustrating the current method of processing for the exchanges program; Chapter 3 - Process List providing an alphabetical list of processes defined, their level, and the page references for each process in the DFDs and the input/process/output narratives if the process is at a primitive level; Chapter 4 - Input/Process/Output Narratives (IPOs) describing each process primitive in detail including definitions of steps taken or decisions made; and Chapter 5 - Data Dictionary and Cross Reference List defining all data flows appearing on the DFDs.

CHAPTER 2

DATA FLOW DIAGRAMS

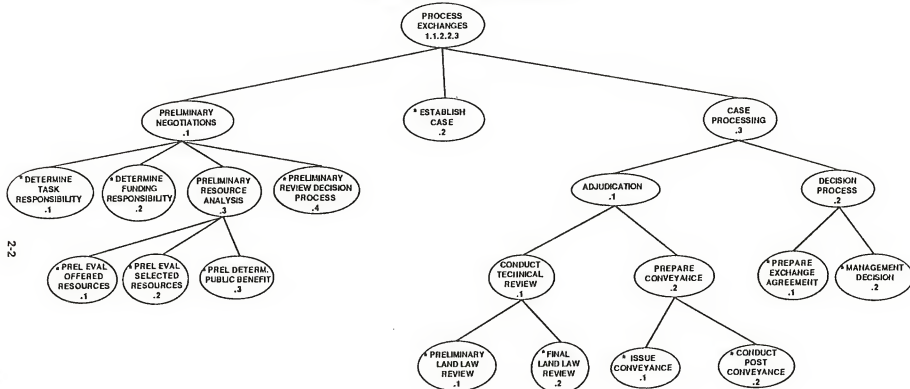
The current exchanges program is presented here as a series of data flow diagrams that show the sources and destinations of data, identify and name processes, identify and name data that connect sources and destinations of data, and describe data stores that are accessed. Each function may be broken down into a more detailed flow diagram. The hierarchical structure of each process is identified by decimalized identifiers.

When it is no longer useful to decompose a process, the process and its logic are described by input/process/output narratives. This process is said to be at a primitive level.

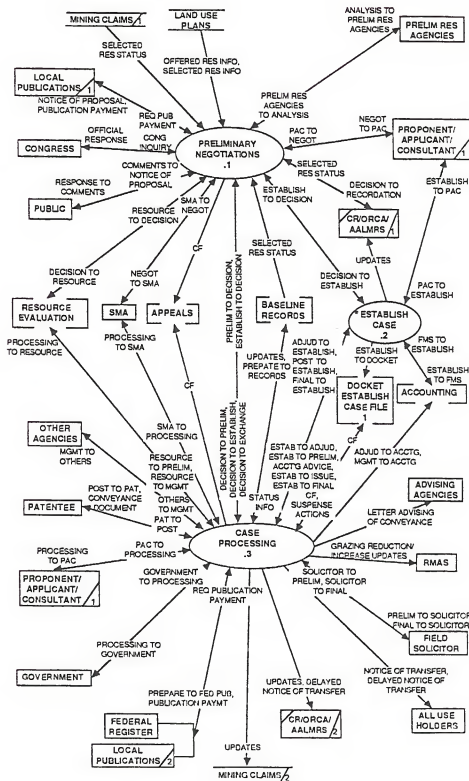
Standard representations on the DEDs are:

1. an ellipse is a process;
2. a rectangle is an external entity (generally outside of BLM control);
3. a set of brackets is an internal entity (generally thought of as an off-page connector or a pointer to a generic type of process);
4. a line is a data flow;
5. arrows at the ends of lines indicate the direction data is flowing;
6. two parallel lines are a data store (generally representing logical groupings of data rather than individual records or data components).

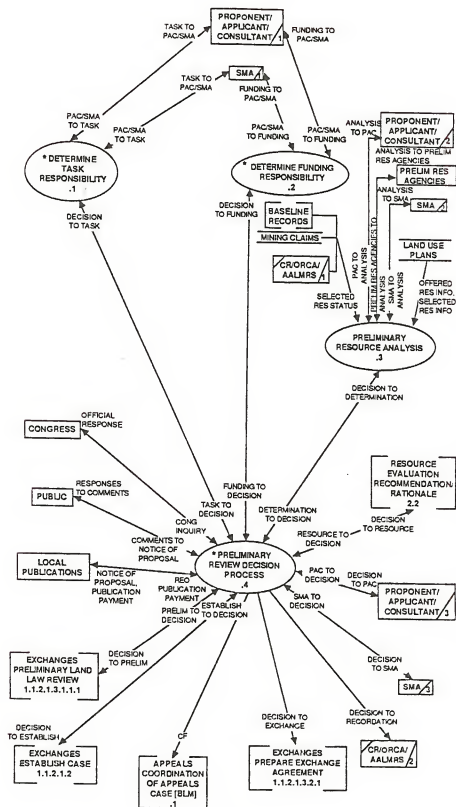
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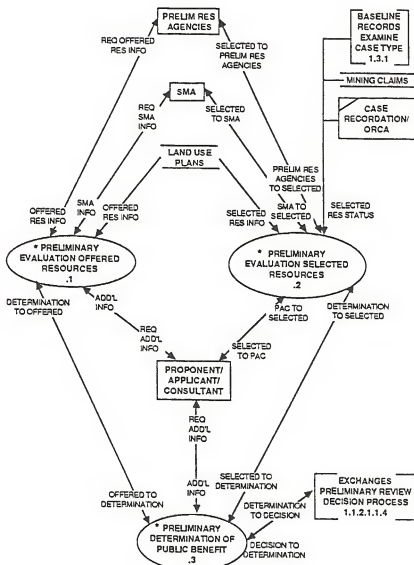


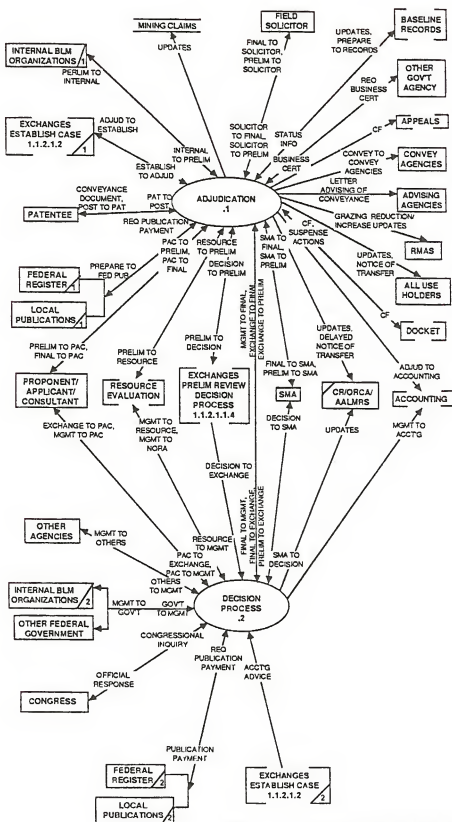
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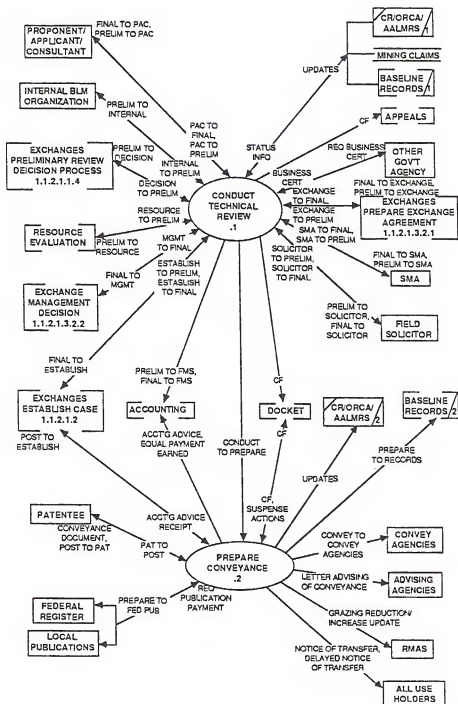
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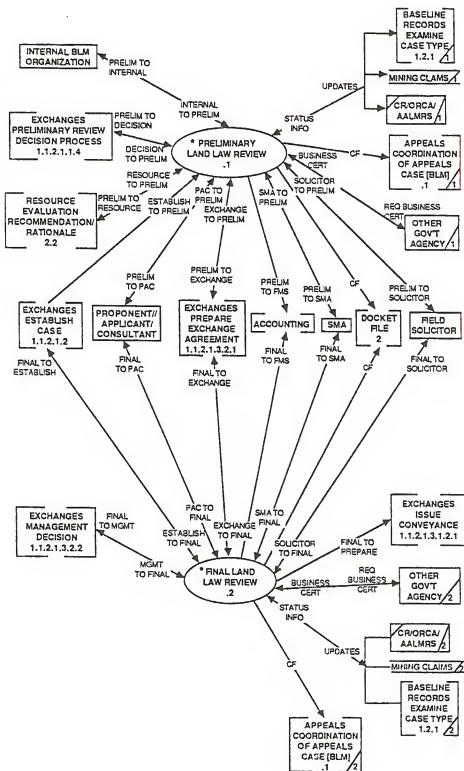




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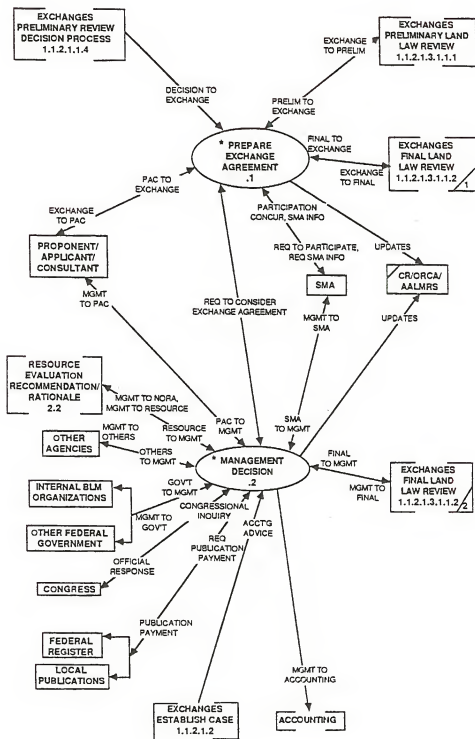
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CHAPTER 3

PROCESS LIST

The following table lists all processes defined on the Data Flow Diagrams appearing in Chapter 2. The Chapter 2 page reference is next to each process. If the process is at a primitive level, i.e. functionally decomposed to a level at which no benefits are derived from further decomposition, a reference to the Chapter 4 narrative for that process is also listed.

PROCESS LIST

Identifier	Process Name	Level	DED	IPD
1.1.2.2.3.3.1	Adjudication	7	2-6	
1.1.2.2.3.3	Case Processing	6	2-3	
1.1.2.2.3.3.1.2.2	Conduct Post Conveyance	9	2-9	4-62
1.1.2.2.3.3.1.1	Conduct Technical Review	8	2-7	
1.1.2.2.3.3.2	Decision Process	7	2-6	
1.1.2.2.3.1.2	Determine Funding Responsibility	7	2-4	4-5
1.1.2.2.3.1.1	Determine Task Responsibility	7	2-4	4-2
1.1.2.2.3.2	Establish Case	6	2-3	4-33
1.1.2.2.3.3.1.1.2	Final Land Law Review	9	2-8	4-49
1.1.2.2.3.3.1.2.1	Issue Conveyance	9	2-9	4-59
1.1.2.2.3.3.2.2	Management Decision	8	2-10	4-69
1.1.2.2.3.1.3.3	Preliminary Determination of Public Benefit	8	2-5	4-15
1.1.2.2.3.1.3.1	Preliminary Evaluation Offered Resources	8	2-5	4-8
1.1.2.2.3.1.3.2	Preliminary Evaluation Selected Resources	8	2-5	4-11
1.1.2.2.3.3.1.1.1	Preliminary Land Law Review	9	2-8	4-39
1.1.2.2.3.1	Preliminary Negotiations	6	2-3	
1.1.2.2.3.1.3	Preliminary Resource Analysis	7	2-4	
1.1.2.2.3.1.4	Preliminary Review Decision Process	7	2-4	4-19
1.1.2.2.3.3.1.2	Prepare Conveyance	8	2-7	
1.1.2.2.3.3.2.1	Prepare Exchange Agreement	8	2-10	4-65

CHAPTER 4

INPUT/PROCESS/OUTPUT NARRATIVES

The following narratives describe the detail processing done at the primitive level as defined by the Data Flow Diagrams. Included in each narrative is the following information:

1. the process name;
2. the identifier or process number;
3. the parent process name (the parent's identifier can be derived by omitting the last digit of the process identifier);
4. a general description of the process;
5. any applicable policies and procedures;
6. any constraints that may affect processing; and
7. the input/process/output narrative.

The process narratives appear in the order they are defined in the Data Flow Diagrams in Chapter 2.

INPUT/PROCESS/OUTPUT NARRATIVES

Process Name: Determine Task Responsibility

Identifier: 1.1.2.2.3.1.1

Parent Process Name: Preliminary Negotiations

Description: To negotiate with the Proponent/Applicant/Consultant and/or Surface Management Agency (SMA) to develop, when necessary, a Task Share Proposal for BLM Management approval. A Task Share Proposal would identify which tasks (e.g., appraisal report, environmental assessment, etc.) the Proponent/Applicant/Consultant and/or SMA would be responsible for and what tasks the BLM would complete.

Policies/Procedures: None.

Constraints: None.

Input	Process	Output
Request Task Share Analysis	A request to consider a Task Share Proposal is received from the Preliminary Review Decision Process (1.1.2.2.3.1.4) along with the Preliminary Exchange Proposal or Case file (Serialized Proposal) and any available preliminary resource analysis findings received from the Preliminary Determination Public Benefit Process through the Preliminary Review Decision Process. The Proponent/Applicant/Consultant and/or SMA is requested to Negotiate a Task Share Proposal. Tasks may include preparation of appraisal reports, environmental assessments, land use analysis, preliminary and final deeds and title insurance policy, and/or mineral reports.	Request Negotiate Task Share Proposal
Preliminary Exchange Proposal		
Casefile		
Preliminary Resource Analysis		
Findings		

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Task Share Proposal Recommendations	Task share proposal recommendations may be received from the Proponent/Applicant/Consultant and/or SMA and used to negotiate a proposal or lead to a recommendation to management.	
Request Additional Task Share Information	During the course of the negotiation, the Proponent/Applicant/Consultant and/or SMA may request additional task share information prior to responding or making adjustments to recommendations. A response to the request for additional information is prepared and forwarded.	Additional Task Share Information
	If following negotiations, a proposal is drafted, the Proponent/Applicant/Consultant and/or SMA is requested to concur with the Task Share Proposal.	Request Task Share Concurrence
Task Share Concurrence	Where a proposal has been mutually prepared, Task Share Concurrence is received from the Proponent/Applicant/Consultant and/or SMA. A recommendation is then prepared and forwarded to the Preliminary Review Decision Process. Where a mutual proposal cannot be developed, a recommendation not to proceed may be forwarded; where a Task Share Proposal does not appear necessary, a recommendation that Task Share is not required may be forwarded.	Recommend Task Share Proposal Recommend Not To Proceed Task Share Not Required Preliminary Exchange Proposal Case (Serialized Proposal)
Request Additional Task Share Information	A request for additional task share information may be received from the Preliminary Review Decision Process to clarify the terms of the Task Proposal. A response is prepared and forwarded.	Additional Task Share Info

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Request Amended Task Share Analysis	A request to consider an amended Task Share analysis may be received from the Preliminary Review Decision Process along with the Amended Preliminary Exchange Proposal or Amended Serialized Proposal and Amended Preliminary Resource Analysis Findings, if available.	
Amended Preliminary Exchange Proposal		
Case File (Amended Serialized Proposal)		
Amended Preliminary Resource Analysis Findings	<p>This amended Task Share Analysis is processed the same as the preliminary or serialized process discussed previously, EXCEPT the Task Share Proposal recommendations would be as follows:</p> <p>Task Share Amendment Not Required, Recommend Amended Task Share Proposal, Recommend Not to Proceed with Amendment.</p>	<p>Task Share Amendment Not Required</p> <p>Recommend Amended Task Share Proposal</p> <p>Recommend Not to Proceed w/Amend.</p> <p>Amended Prelim. Exchange Proposal</p> <p>Case File (Amended Serialized Proposal)</p>

INPUT/PROCESS/OUTPUT NARRATIVES

Process Name: Determine Funding Responsibility

Identifier: 1.1.2.2.3.1.2

Parent Process Name: Preliminary Negotiations

Description: To negotiate with the Proponent/Applicant/Consultant and/or Surface Management Agency (SMA) to develop, when necessary, a Funding Proposal for BLM Management approval. A Funding Proposal would identify the level of funding the Proponent/Applicant/Consultant and/or SMA would agree to submit to reimburse the BLM for case processing of the exchange.

Policies/Procedures: None.

Constraints: None.

Input	Process	Output
Request Funding Analysis	A request to consider a Funding Proposal is received from the Preliminary Review Decision Process (1.1.2.2.3.1.4) along with the Preliminary Exchange Proposal or Case File (Serialized Proposal) and any available preliminary resource analysis findings received from the Preliminary Determination Public Benefit Process through the Preliminary Review Decision Process. The Proponent/Applicant/Consultant and/or SMA is requested to to negotiate a Funding Proposal. The Funding Proposal would identify the amount of funds the Proponent/Applicant/Consultant and/or SMA would make available at the beginning and during the course of the BLM's case processing.	Request to Negotiate Funding Proposal

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Funding Proposal Recommendation	Funding Proposal recommendations may be received from the Proponent/Applicant/Consultant and/or SMA and used to negotiate a proposal or lead to a recommendation to management.	
Request Additional Information	During the course of the negotiation the Proponent/Applicant/Consultant and/or SMA may request additional funding information prior to responding or making adjustments to recommendations. A response to the request for additional information is prepared and forwarded.	Additional Information
	If, following negotiations, a proposal is drafted, the Proponent/Applicant/Consultant and/or SMA is requested to concur with the Funding Proposal.	Request Funding Proposal Concur.
Funding Proposal Concurrence	Where a proposal has been mutually prepared, Funding Proposal Concurrence is received from the Proponent/Applicant/Consultant and/or SMA. A recommendation is then prepared and forwarded to the Preliminary Review Decision Process. Where a mutual proposal cannot be developed, a recommendation not to proceed is forwarded; Where a Funding Proposal does not appear necessary, a recommendation that a Funding Proposal is not required may be forwarded.	Recommend Funding Proposal Recommend Not To Proceed Funding Not Required Casefile
Request Additional Information	A request for Additional Funding Information may be received from the Preliminary Review Decision Process to clarify the terms of the Funding Proposal. A response is prepared and forwarded.	Additional Information

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Request Amended Funding Analysis Amended Preliminary Exchange Proposal Case File Amended Preliminary Resource Analysis Findings	A request to consider an amended Funding Proposal may be received from the Preliminary Review Decision Process along with the Amended Preliminary Exchange Proposal or Amended Serialized Proposal and Amended Preliminary Resource Analysis Findings, if available. This amended Funding analysis is processed the same as the preliminary or serialized process discussed previously, EXCEPT the Funding Proposal recommendations would be as follows: Funding Amendment Not Required, Recommend Amended Funding Proposal, Recommend Not to Proceed with Amendment.	Funding Amendment Not Required Recommend Amended Funding Proposal Recommend Not to Proceed with Amendment Case File

INPUT/PROCESS/OUTPUT NARRATIVES

Process Name: Preliminary Evaluation of Offered Resources

Identifier: 1.1.2.2.3.1.3.1

Parent Process Name: Preliminary Resource Analysis

Description: To make a preliminary determination of the resource value of the offered resources.

Policies/Procedures: None.

Constraints: Title 43 CFR specifies that the non-Federal lands and interests therein may only be acquired when their acquisition is consistent with the mission of the Department of Interior. Both the non-Federal and public lands and interests therein must be located in the same state (43 CFR 2200.2(a)).

Title 43 CFR specifies that the acquisition of lands may only be made if their acquisition is in conformance with land use planning (43 CFR 2200.2(b)).

Input	Process	Output
Request Preliminary Analysis of Offered Resource	The request to conduct a preliminary resource analysis of the offered resource is received from the Preliminary Determination of Public Benefit Process (1.1.2.2.3.1.3.3) along with a copy of the Preliminary Exchange Proposal or Serialized Exchange Proposal. The offered resource is analyzed in terms of its value to the public or public programs such as wildlife habitat, watershed, access, minerals, recreation, riparian habitat, and livestock grazing.	
Copy of Preliminary Exchange Proposal		
Copy Serialized Exchange Proposal		
Offered Resource Information	Available resource information is obtained from Land Use Plans to help evaluate the offered resource value. The Land Use Plan may consist of mylar overlays and planning documents such as Unit	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	Resource Analysis (URA), Management Framework Plan (MEP), or Resource Management Plan (RMP).	
	Where the offered resource may be located within another BLM District, within or adjacent to other Federal or other government entities, or be of special interest to a particular private organization, e.g., Big Horn Sheep Society, Ducks Unlimited, Audubon Society, etc., requests for preliminary offered resource information may be forwarded to: Other Federal Governments, Internal BLM Organizations, Other Government Agencies, and/or Private Organizations.	Request Offered Resource Information
Offered Resource Information	Preliminary offered resource information may be received from other Federal Government, Internal BLM Organizations, Other Government Agencies, and/or Private Organizations and may be used to make a preliminary determination of resource value. The Proponent/Applicant/Consultant may be requested to submit additional exchange proposal information.	Request Additional Information
Additional Information	The additional exchange proposal information submitted by the Proponent/Applicant/Consultant may be used to make a preliminary determination of resource value.	
	Where the offered may be a mineral estate underlying another federal surface Agency's jurisdiction, a request for preliminary SMA information may be used to make a determination of resource value, as well as identify any potential conflicts.	Request SMA Information

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
SMA Information	On the basis of the information received and the Land Use Plan resource information, a preliminary determination of the offered resource value is made and forwarded to the Preliminary Determination of Public Benefit Process.	Preliminary Resource Value of Offered Resources
Request Additional Information	A request for additional preliminary offered resource information may be received from the Preliminary Determination of Public Benefit process to clarify a previously received determination of offered resource value. A response is prepared and forwarded.	Additional Information
Request Preliminary Analysis of Amended Offered Resource Copy Amended Preliminary Exchange Proposal Copy Amended Serialized Exchange Proposal	A request to conduct a preliminary amended resource analysis of the offered resources is received from the Preliminary Determination of Public Benefit. This amended analysis request is processed the same as the preliminary or serialized process discussed previously.	

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INPUT/PROCESS/OUTPUT NARRATIVES

Process Name: Preliminary Evaluation of Selected Resources

Identifier: 1.1.2.2.3.1.3.2

Parent Process Name: Preliminary Resource Analysis

Description: To make a preliminary determination of the resource value of the selected resources.

Policies/Procedures: None.

Constraints: Title 43 of the Code of Federal Regulations specifies that public lands may be disposed only if their disposal is in conformance with land use planning (43 CFR 2200.1(a)).

Title 43 CFR specifies that the public lands shall be located in the same state as the non-Federal lands or interests to be acquired (43 CFR 2200.1(b)).

Input	Process	Output
Request Preliminary Analysis of Selected Resource	The request to conduct a preliminary resource analysis of the selected resource is received from the Preliminary Determination of Public Benefit Process (1.1.2.2.3.1.3.3) along with a copy of the Preliminary Exchange Proposal or Serialized Exchange Proposal. The selected resource is analyzed in terms of its availability for exchange and its value to the public or other programs that serve the public such as wildlife habitat, watershed, access, minerals, recreation, riparian habitat, and livestock grazing.	
Copy of Preliminary Exchange Proposal		
Copy Serialized Exchange Proposal		
Selected Resource Information		
	Available resource information is obtained from Land Use Plan documents, including mylar overlays, Unit Resource Analysis (URA), Management Framework Plans (MEP), and/or Resource Management Plan (RMP). The information is used to determine the preliminary value of the selected and whether the resource has been identified	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	for disposal in the Land Use Plan. If the resource is not identified for disposal or a plan does not exist, the exchange may proceed with a plan amendment or the development of a new plan as the result of the environmental and land use documentation prepared in support of the exchange action.	
Selected Resource Status	Selected resource status information may be examined or queried from Records (MIP/HI), Mining Claims (Automated System), and Case Recordation/ORCA (Automated System). This status information is used to verify the location of the selected, determine its availability, and to identify any potential conflicts and/or encumbrances, such as rights-of-way and/or mining claims.	
	Where portions of the selected may be located within another BLM District, within or adjacent to other Federal or other government entities, or be of special interest to a particular-private organization, e.g., Bighorn Sheep Society, Ducks Unlimited, Audubon Society, etc., requests for preliminary selected resource information may be forwarded to: Other Federal Government, Internal BLM Organizations, Other Government Agencies, and Private Organizations.	Request Selected Resource Information
Preliminary Selected Resource Information	Preliminary Selected Resource Information may be received from other Federal Government, Internal BLM Organizations, other Government Agencies, and Private Organizations and may be used to make a preliminary determination of resource value.	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	Where the selected may be a mineral estate underlying another federal surface agency's jurisdiction, a request for Preliminary SMA Information may be prepared.	Request SMA Information
Preliminary Selected SMA Information	Preliminary SMA information may be used to make a determination of resource value, as well as identify any potential conflicts.	
	The Proponent/Applicant/Consultant may be requested to submit additional exchange proposal information.	Request Additional Exchange Proposal Information
Additional Exchange Proposal Information	The additional exchange proposal information submitted by the Proponent/Applicant/Consultant may be used to clarify the location and/or extent of the selected resource being considered.	
	On the basis of the information received and the Land Use Plan resource information, a preliminary determination of the selected value and availability is made and forwarded to the Preliminary Determination of Public Benefit Process.	Preliminary Resource Value of Selected Availability of Preliminary Selected Resources
Request Additional Preliminary Selected Resource Information	A request for additional preliminary selected resource information may be received from the Preliminary Determination of Public Benefit Process to clarify a previously received determination of the selected resource value and/or availability. A response is prepared and forwarded.	Additional Preliminary Selected Resource Information

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Request Preliminary Analysis of Amended Selected Resource	A request to conduct a preliminary amended analysis of the selected resources is received from the Preliminary Determination of Public Benefit. This amended analysis request is processed the same as the preliminary or serialized process discussed previously.	
Copy Amended Pre- liminary Exchange Proposal		
Copy Amended Serialized Exchange Proposal		

INPUT/PROCESS/OUTPUT NARRATIVES

Process Name: Preliminary Determination of Public Benefit

Identifier: 1.1.2.2.3.1.3.3

Parent Process Name: Preliminary Resource Analysis

Description: To evaluate the preliminary determination of the value of the offered resource and value and availability of the selected resource and prepare a recommendation as to the acceptability of the exchange proposal.

Policies/Procedures: None.

Constraints: Title 43 CFR specifies that the non-Federal lands and interests therein may only be acquired when their acquisition is consistent with the mission of the Department of Interior. Both the non-Federal and public lands and interests therein must be located in the same state (43 CFR 2200.0(a)).

Title 43 CFR specifies that the acquisition of lands may only be made if their acquisition is in conformance with land use planning (43 CFR 2200.2(b)).

Title 43 CFR specifies that public lands may be disposed only if their disposal is in conformance with land use planning (43 CFR 2200.1(a)).

Section 206 of the Federal Land Policy and Management Act of 1976 (FLPMA) specifies that an exchange may be consummated when a determination has been made that the public interest will be well served by making that exchange. And that the values and objectives which Federal lands or interests to be conveyed may serve if retained in Federal ownership are not more than the values of the non-Federal lands or interests and the public objectives they could serve if acquired.

Input	Process	Output
Request Preliminary Resource Analysis	The request to conduct a preliminary resource analysis is received from the BLM Manager (Preliminary Review Decision Process, 1.1.2.1.1.4) along with the Preliminary Exchange Proposal or Case File (Serialized Proposal).	Request Preliminary Analysis Offered Resource
Preliminary Exchange Proposal Case File	Requests are prepared for a preliminary evaluation of	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	the offered resources from the Preliminary Evaluation Offered Resource Process and a preliminary evaluation of the selected resources from the Preliminary Evaluation Selected Resource Process along with copies of the Preliminary Exchange Proposal or Serialized Exchange Proposal.	Copy Preliminary Exchange Proposal Copy Serialized Exchange Proposal Request Preliminary Analysis Selected Copy Serialized Exchange Proposal Copy Preliminary Exchange Proposal
Preliminary Resource Value of Offered Preliminary Resource Value of Selected Availability of Preliminary Selected	The preliminary resource value determinations for the offered and selected resources, as well as the availability of the selected, are received from the Preliminary Evaluation Offered Resource and Preliminary Evaluation Selected Resource Process. A comparison of the preliminary resource values is made in compliance with Section 206 of ELPMA.	
	Additional preliminary Resource information may be requested from the Preliminary Evaluation Offered Resource and/or Preliminary Evaluation Selected Resource Process before a recommendation is prepared.	Request Additional Information
Additional Information	Additional preliminary resource information may be received from the Preliminary Evaluation Offered Resource and/or Preliminary Evaluation Selected Resource processes that may be used in developing the recommendation to the Preliminary Review Decision Process.	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	Additional preliminary resource information may be requested from the Proponent/Applicant/Consultant to clarify the extent of the resources being exchanged, e.g., all minerals vs. leaseable, salables, or locatables, etc.	Request Additional Information
Additional Information	Additional preliminary resource information received from the Proponent/Applicant/Consultant may be used to develop the recommendation to the Preliminary Review Decision Process.	
	On the basis of the preliminary resource value determinations, availability of the selected, and any additional resource information received, the following recommendations may be forwarded to the Preliminary Review Decision Process (1.1.2.2.3.1.4):	Selected Not Available May be in Public Interest Not in Public Interest Consider Exchange Proposal Amendment Case File
Request Additional Information	A request for additional preliminary resource information may be received from the Preliminary Review Decision Process to clarify a recommendation or to provide additional information in support of a management decision. A response would be prepared and forwarded to the Preliminary Review Decision Process.	Additional Information

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Request Preliminary Amended Resource Analysis	A request to perform a preliminary amended resource analysis may be received from the Preliminary Review	
Amended Preliminary Exchange Proposal Case File	Decision Process along with the Amended Preliminary Exchange Pro- posal or Case File (Amended Serial- ized Proposal). This amended analysis request is processed the same as the preliminary or serial- ized process discussed previously, EXCEPT, the recommendation outputs would be as follows: Amended Selected Not Available, Amended May be in Public Interest, Amended Not in Public Interest with Case File (Amended Serialized Proposal)	Amended Selected Not Available Amended May Be in Public Interest Amended Not in Public Interest Case File

INPUT/PROCESS/OUTPUT NARRATIVES

Process Name: Preliminary Review Decision Process

Identifier: 1.1.2.2.3.1.4

Parent Process Name: None.

Description: To make a management decision as to whether to proceed with an exchange proposal or not on the basis of a preliminary resource value analysis and funding and/or task arrangement, where applicable.

Policies/Procedures: None.

Constraints: Sec. 206 of the Federal Land Policy and Management Act of 1976 (FLPMA) specifies that an exchange may be consummated when a determination has been made that the public interest will be served by making that exchange, and that the values and objectives which Federal lands or interests to be conveyed may serve if retained in Federal ownership are not more than the values of the non-Federal lands or interests and the public objectives they could serve if acquired.

Sec. 206 of FLPMA specifies that the values of the lands exchanged shall be equal, or if they are not equal, the values shall be equalized by the payment of money to the grantor or to the Secretary concerned as the circumstances require so long as payment does not exceed 25 per centum of the total value of the lands or interests transferred out of Federal Ownership.

Title 43 CFR provides that the BLM authorized officer may publish a notice of initiation or receipt of an exchange proposal within 10 days of initiation or receipt of such proposal (43 CFR 2202.2(a)).

Title 43 CFR provides that where an exchange proposal is not accepted by the authorized officer and made a basis of a notice of realty action, the proponent shall be so advised in writing with a statement of the reasons for the non-acceptance and advised of the availability of a protest to the State Director (43 CFR 2201.2(c)).

Title 43 CFR provides that the proponent may request a review by the State Director of a notice of non-acceptance within 30 days of receipt of the notice. A review shall

INPUT/PROCESS/OUTPUT NARRATIVES

be completed and the proponent notified in writing from the State Director within 60 days of the receipt of the written request (43 CFR 2201.2(d)).

Title 43 CFR describes "persons" or entities capable of conveying and holding land and interests therein under the laws of the State where the land or interest is located. A person shall be a citizen of the U.S., or in the case of a Corporation, shall be subject to the laws of any State or of the United States (43 CFR 2200.0-5(b)).

Input	Process	Output
Preliminary Exchange Proposal	<p>A preliminary exchange proposal may be submitted by any qualified Proponent/Applicant/Consultant at a Bureau office having management responsibility for the resources described in the proposal, e.g., District or Resource Area Office. If a proposal is submitted at a State Office, it may be serialized as described in the Establish Case Process. (1.1.2.2.3.2)</p> <p>The BLM Manager may request a verification of the Proponent/Applicant/Consultant qualifications through the Preliminary Land Law Review Process (1.1.2.2.3.3.1.1); verifying that the individual is a citizen of the U.S. or that the company or corporation is licensed to do business in that particular state, as well as identifying what person or persons are legally authorized to sign on behalf of the company or corporation.</p>	Request Verification of Qualifications
Verification of Qualifications	<p>If the response from the Preliminary Land Law Review Process finds that the Proponent/Applicant/Consultant is not qualified, the BLM Manager may issue a Notice of Non-Acceptance to the Proponent/Applicant/Consultant.</p>	Notice of Non-Acceptance

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Protest	The Proponent/Applicant/Consultant may protest the Notice of Non-acceptance to the State Director within 30 days of receipt. Where a protest is received, the preliminary exchange proposal is forwarded to the Establish Case Process to be serialized.	Request Serial Number Preliminary Exchange Proposal
Case File	The serialized case file is prepared and forwarded from the Establish Case Process.	
	The protest is reviewed by the State Director and a Decision issued to the Proponent/Applicant/Consultant within 60 days.	
	If the State Director supports the Notice of Non-acceptance, a Decision to Reject is prepared and sent to the Proponent/Applicant/Consultant. The Proponent/Applicant/Consultant would be given the opportunity to appeal the State Director's Decision to IBLA. If an appeal is taken, the case file is forwarded to IBLA [Appeal].	Decision to Reject
Notice of Appeal		Case File
	Prior to issuing the Decision to Reject, the BLM Manager may request a Field Solicitor Opinion through the Preliminary Land Law Review Process (1.1.2.2.3.3.1.1.1).	Request Solicitor Protest Opinion Case File
Solicitor Protest Opinion Case File	The Solicitor Protest Opinion is received from the Preliminary Land Law Review Process and may be used to develop the Decision to Reject.	
	Case Recordation/ORCA is updated where a proposal has been serialized and a protest has been lodged.	Update Case Recordation/ORCA

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	If the State Director supports the Proponent/Applicant/Consultant protest to the Notice of Non-acceptance, processing of the preliminary exchange proposal may proceed.	
Request Preliminary Analysis Case File	Where the preliminary exchange proposal is found to be proper or a serialized proposal is received from the Preliminary Land Law Review Process (1.1.2.2.3.3.1.1.1) with a request to conduct a preliminary analysis, the BLM Manager may request a Preliminary Resource Analysis from the Preliminary Resource Analysis Process.	Request Preliminary Resource Analysis Preliminary Exchange Proposal Case File
Selected Not Available Not in Public Interest Case File	Recommendations are received from the Preliminary Resource Analysis Process and acted on accordingly. If the recommendation indicates that the selected is not available or that the exchange is not in the Public Interest, the manager may notify the Proponent/Applicant/Consultant of the non-acceptance of the proposal, with right of protest to the State Director.	Notice of Non-acceptance
	Prior to issuing the Notice, the Manager may request Additional Preliminary Resource Information from the Preliminary Resource Analysis Process.	Request Additional Information
Additional Information	Preliminary Resource Information may be received from the Preliminary Resource Analysis Process and may be used in making a management decision.	
Protest	The Proponent/Applicant/Consultant may submit a protest to the State Director.	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	If the proposal has not been serialized, the preliminary exchange proposal is forwarded to the Establish Case Processing.	Request Serial Number Preliminary Exchange Proposal
Case File	The serialized proposal is received from the Establish Case Process.	
Notice of Appeal	The protest from the Proponent/Applicant/Consultant is reviewed by the State Director. If the State Director supports the Notice of Non-acceptance, a Decision to Reject is forwarded to the Proponent/Applicant/Consultant who may appeal to IBLA. If an appeal is taken, the case file is sent to IBLA.	Decision to Reject Case File
	(Case Recordation/ORCA is updated as specified previously.)	
Request to Withdraw Proposal	The Proponent/Applicant/Consultant withdraws the exchange proposal following a Notice of Non-acceptance. The Proponent/Applicant/Consultant may be forwarded an Acknowledgement of the withdraw request. If the proposal is serialized, the Case Recordation/ORCA system is updated and the case file forwarded to Docket.	Acknowledge Withdraw Request Update Case Recordation/ORCA
	A request for a Field Solicitor Protest Opinion may be forwarded to the Preliminary Land Law Review process prior to the issuance of the Decision to Reject.	Regional Solicitor Protest Opinion Case File
Solicitor Protest Opinion Case File	The Field Solicitor Opinion is forwarded through the Preliminary Land Law Review Process and may be used in the preparation of a Decision to Reject. If the State Director finds on behalf of the protesting Proponent/	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	Applicant/Consultant, a response to the protest is prepared and the case processing continued.	Response to Protest
Consider Exchange Proposal Amendment Case File	If the recommendation from the Preliminary Resource Analysis process is to consider an exchange proposal amendment, the BLM Manager may prepare a request for the Proponent/Applicant/Consultant to consider an amended preliminary or serialized exchange proposal.	Request Amended Preliminary Exchange Proposal Request Amended Exchange Proposal
Request Additional Information	In response to the amendment request the Proponent/Applicant/Consultant may request additional information. A response to the request is prepared and forwarded.	Additional Information
Amended Preliminary Exchange Proposal Amended Exchange Proposal	As requested the Proponent/Applicant/Consultant may submit an amended preliminary or serialized proposal. The amended proposal is forwarded to the Preliminary Resource Analysis Process for resource analysis. Note: the amendment is processed in the same manner as discussed previously.	
Request to Withdraw Proposal	The Proponent/Applicant/Consultant may withdraw the proposal rather than consider an amendment. An acknowledgement may be prepared; and if the proposal is serialized, the case is closed with data updates to Case Record/ORCA, as discussed previously, with the Case File forwarded to Docket.	Acknowledge Withdraw Request Update CR/ORCA
Protest	The Proponent/Applicant/Consultant may protest the amendment request. The protest is processed as discussed previously.	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
May Be In Public Interest Case File	<p>A recommendation to proceed with the proposal, on the basis of being in the public interest, may be received from the Preliminary Resource Analysis Process. The</p> <p>Manager may notify the Proponent/Applicant/Consultant of the acceptance of the proposal.</p> <p>The manager may request evaluations of Funding and/or Task Responsibilities from the Task Responsibilities Process and/or Funding Responsibilities Process. Results of the Preliminary Resource Analysis Process findings may be forwarded with the request, if available.</p> <p>If Task and/or Funding responsibilities are not to be discussed with the Proponent/Applicant/Consultant, the Preliminary or amended Preliminary Exchange Proposal may be forwarded to the Establish Case Process for serializing.</p> <p>If the exchange proposal or amendment has been serialized, the case file is forwarded to Resource Evaluation with a request for reports.</p>	<p>Notice of Acceptance</p> <p>Request Task Share Analysis</p> <p>Request Funding Analysis Preliminary Exchange Proposal</p> <p>Case File Preliminary Resource Analysis Findings</p> <p>Request Serial Number</p> <p>Preliminary Exchange Proposal Amended Preliminary Exchange Proposal</p> <p>Request for Reports Case File</p>

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Task Share Not Required Funding Not Required Preliminary Exchange Proposal Case File	<p>If recommendations are received from the Determine Task Responsibilities Process and/or Determine Funding Responsibilities Process indicating that Task Share and/or Funding is not necessary, the BLM Manager may notify the Proponent/Applicant/Consultant of the acceptance of the proposal. The preliminary exchange proposal may be forwarded to the Establish Case Process for serializing.</p> <p>If the exchange proposal is serialized, the case file is forwarded to Resource Evaluation with a request for reports.</p>	<p>Notice of Acceptance Request Serial Number Preliminary Exchange Proposal</p> <p>Request for Reports Case File</p>
Recommendation Not to Proceed	<p>If recommendations from the Determine Task Response and/or Determine Funding Responsibilities Processes indicate that no agreements could be reached with the Proponent/Applicant/Consultant, the BLM Manager may request additional information from either of the processes before issuing a decision.</p>	Request Additional Information
Additional Information	<p>As requested, additional information may be received from the Determine Task Responses and/or Determine Funding Responsibilities Processes.</p> <p>The BLM Manager may advise the Proponent/Applicant/Consultant of the non-acceptance of the exchange proposal based on the inability to agree on task and/or funding for responsibilities.</p>	Notice of Non-acceptance

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Protest	The Proponent/Applicant/Consultant may protest to the State Director, as discussed previously. (If the proposal has not been serialized, the proposal may be forwarded to the Establish Case Process and the case file returned.)	
Notice of Appeal	The State Director may respond with a Decision to reject, appealable to IBLA. (If an appeal is filed, the case file is forwarded to IBLA. The State Director may support the protest, and the processing of the exchange proposal may continue.)	Decision to Reject
Request to Renegotiate Funding Proposal Request to Renegotiate Task Share Proposal	The Proponent/Applicant/Consultant may, after receiving a Notice of Non-acceptance, request to renegotiate the funding and/or cost share proposals. The renegotiation is conducted at this management level. If acceptable, the Proponent/Applicant/Consultant is requested to endorse a Preliminary Agreement to Proceed that includes the funding and/or task share responsibilities.	Request Endorsement of Preliminary Agreement to Proceed
Endorsement of Preliminary Agreement to Proceed	As requested, the Proponent/Applicant/Consultant returns the endorsed Preliminary Agreement to Proceed. A copy of the Preliminary Agreement to Proceed is returned to the Proponent/Applicant/Consultant.	Preliminary Agreement to Proceed
	If a Surface Management Agency (SMA) is involved in the exchange, they would be requested to endorse the Preliminary Agreement to Proceed as well.	Request Endorsement of Preliminary Agreement to Proceed

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Endorsement of Preliminary Agreement to Proceed	The SMA may return the endorsed Preliminary Agreement to Proceed or may request additional information before endorsing the agreement. A response to the request for additional information is prepared and forwarded to the SMA..	Additional Information
Request Additional Information	Where a Preliminary Agreement to proceed has been endorsed and a Funding Proposal has been involved, a serialized proposal may be forwarded to the Preliminary Land Law Review Process (1.1.2.2.3.3.2.1.1) with a request to establish a cost reimbursement account.	Request to Establish Cost Reimbursement Account Case File
	Where a Funding Proposal is not involved, the serialized case is forwarded to Resource Evaluation with a request for reports.	Request for Reports Case File
	Where a Preliminary Agreement to Proceed has been endorsed but the proposal has not been serialized, the Preliminary Exchange Proposal and Preliminary Agreement to Proceed is forwarded to the Establish Case Process (1.1.2.2.3.2) for serialization.	Request Serial Number Preliminary Exchange Proposal Preliminary Agreement to Proceed
Request Amendment to Preliminary Agreement to Proceed Case File	A request to consider or conduct an amendment to a Preliminary Agreement to Proceed may be received from Resource Evaluation due to an amendment to an exchange proposal. The request to consider an amendment is processed the same as that process described previously for the Task and Funding Proposal Responsibilities.	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	<p>The Preliminary Agreement to Proceed or an Amendment thereof would be forwarded to the Prepare Exchange Agreement Process (1.1.2.2.3.3.2.1) for incorporation into a formal exchange agreement, when determined necessary.</p> <p>Where the BLM Manager has received preliminary resource information that the proposal may be favorable, a request may be prepared for a preliminary value or 'ball park estimate' of the offered and selected resources and forwarded to Resource Evaluation. The request may include preliminary resource analysis findings, if available.</p>	<p>Preliminary Agreement to Proceed Amended Preliminary Agreement to Proceed</p> <p>Request Preliminary Values Preliminary Exchange Proposal Preliminary Resource Analysis Findings Case File</p>
<p>Preliminary Values Request Additional Information Case File</p>	<p>Preliminary values may be received from Resource Evaluation or a request for additional information. A response to the request for additional information is prepared and forwarded. If values are received, the Manager determines their acceptability in terms of the requirements of ELPMA.</p> <p>If the values are not consistent with ELPMA, the Manager may notify the Proponent/Applicant/Consultant by Letter of Non-acceptance.</p> <p>The Manager may request an amendment to the proposal from the Proponent/Applicant/Consultant.</p>	<p>Additional Information</p> <p>Notice of Non-acceptance</p> <p>Request Amended Preliminary Exchange Proposal Request Amended Exchange Proposal</p>

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Protest	<p>The Proponent/Applicant/Consultant may submit a protest to the State Director.</p> <p>If the proposal is not serialized, the preliminary exchange proposal is forwarded to the Establish Case Process.</p>	<p>Request Serial No. Preliminary Exchange Proposal</p>
Case File	<p>In the case of a protest, the serialized proposal is returned from the Establish Case Process for preparation of the Decision to Reject.</p> <p>The protest is reviewed by the State Director and when an appraisal estimate is not acceptable to the Proponent/Applicant/Consultant, a Decision to Reject is prepared.</p>	<p>Decision to Reject</p>
Notice of Appeal	The Proponent/Applicant/Consultant may file an appeal to IBLA.	Case File
Request to Withdraw Proposal	<p>The Proponent/Applicant/Consultant may withdraw the proposal rather than consider an amendment, protest, or appeal. An acknowledgement may be prepared, and if the proposal is serialized, the case closed, the date of closing posted to the Case Recordation/ORCA System, and the case file forwarded to Docket.</p>	<p>Acknowledge Withdraw Request Update CR/ORCA</p>

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	<p>If the preliminary values received from Resource Evaluation are considered to be within the constraints set by ELPMA and are deemed acceptable, the BLM Manager may notify the Proponent/Applicant/Consultant by Notice of Acceptance. If the proposal is serialized, the case file is forwarded to Resource Evaluation with a request for reports. If the proposal has not yet been serialized, the BLM Manager may forward the preliminary exchange proposal to the Establish Case Process (1.1.2.2.3.2).</p> <p>The Case Recordation/ORCA Automated Systems may be updated including date of Preliminary Agreement to Proceed Endorsement, Date of Notice of Acceptance, Date Proposal Withdrawn, Date of Preliminary Values Received, and Date of Request for Reports, if the proposal is serialized.</p>	<p>Notice of Acceptance</p> <p>Request for Reports Case File</p> <p>Request Serial No. Preliminary Exchange Proposal</p>
Amended Preliminary Exchange Proposal	In response to the BLM Managers' request, the Proponent/Applicant/Consultant may submit an amended preliminary exchange proposal or an amended exchange proposal, if the proposal is serialized. The Manager would request preliminary values for the amended resources, e.g. lands, minerals, water rights,	Update Case Recordation/ORCA

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	etc., from Resource Evaluation. The proposal is forwarded with any forwarded with any amended preliminary resource analysis findings, if available. (Note: The request for an amended preliminary value(s) is processed the same as for the request for preliminary values discussed previously.)	Request Amended Preliminary Values Amended Preliminary Exchange Proposal Amended Preliminary Resource Analysis Findings Case File
	As provided in 43 CFR 2201.2(a), the BLM Manager may prepare and request the publication of the exchange proposal in a local newspaper. Case Recordation/ORCA is updated with date of notice, if proposal is serialized.	Notice of Proposal Update Case Recordation/ORCA
Request Publication Payment	As a result of the publication of the Notice of Proposal, the Manager is billed by the Local Publication. A requisition order is prepared (Form 1510-18) and the bill paid through procurement funds. Case Recordation/ORCA is updated with date of Payment for Publication, if proposal is serialized.	Publication Payment Update Case Recordation/ORCA
Comments to Notice of Proposal	On the basis of the publishing of the Notice of Proposal, comments may be received from the Public that may require a response.	Response to Comments
Congressional Inquiry	The BLM Manager may receive a Congressional Inquiry on behalf of the Proponent/Applicant/Consultant or a constituent who may be impacted by the exchange proposal. An official response is prepared and signed by the State Director.	Official Response

INPUT/PROCESS/OUTPUT NARRATIVES

Process Name: Establish Case

Identifier: 1.1.2.2.3.2

Parent Process Name: Process Exchanges

Description: The cashier receives the exchange proposal with any accompanying documents, as well as any funds that may be required during the course of the processing of the exchange, e.g., cost reimbursement funds, cash equalization payment, tax deposit, and/or improvements reimbursement deposit. The funds are forwarded to the Financial Management System (FMS), while the proposal and accompanying materials are incorporated in a serialized Case File and forwarded to the Adjudication Process. Refunds may also be directed through this process. Exchanges based on ANILCA or ANCSA may not require any funding by the proponent. Some of these are directed by and, therefore, funded by Congress.

Policies/Procedures: None.

Constraints: 43 CFR provides that exchange proposals may be submitted by a person who owns lands or interests in lands by writing to the District Manager for the District in which the Federal lands are located.

Input	Process	Output
Exchange Proposal Preliminary Agreement To Proceed	The cashier receives the exchange proposal from the Proponent/Applicant/Consultant. The proposal constitutes written notification to the District Manager for the District in which the Federal lands or interest therein are located. If the exchange proposal has been reviewed by the BLM office having jurisdiction over the selected Federal interest, the proposal may include a Preliminary Agreement to Proceed. The exchange proposal and agreement are incorporated in a serialized Case File. The Case File is then forwarded to the Preliminary Land Law Review Process for case processing.	Case File

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Cost Reimbursement Funds	<p>If a Preliminary Agreement to Proceed accompanies the exchange proposal, the Proponent/Applicant/Consultant, if a non-Federal entity, may submit cost reimbursement funds with their proposal to be used by BLM during case processing.</p> <p>The cost reimbursement funds are forwarded to the Financial Management System with an accounting advice, as well as an accounting advice receipt to the Proponent/Applicant/Consultant. The Financial Management System (FMS) returns an accounting advice receipt with a Project Number that identifies the cost reimbursement account BLM is to charge against.</p>	<p>Cost Reimbursement Funds</p> <p>Accounting Advice</p> <p>Accounting Advice Receipt</p>
Accounting Advice Receipt Project Number	<p>The Accounting Advice Receipt and Project Number are forwarded to the Case File.</p> <p>The Case Recordation/ORCA automated system is updated including the name and address of the Proponent/Applicant/Consultant, the case type, serial number, a legal description of the private offered and public selected, the date of the receipt of the proposal, the amounts and dates of any receipts collected and dispersed, and the location or destination of the Case File as it leaves the Establish Case Process.</p>	<p>Accounting Advice Receipt Project Number</p> <p>Update Case Recordation/ORCA</p>
Account Number	<p>If the Proponent/Applicant/Consultant is a Federal entity or if a Federal Surface Management Agency is required to provide cost reimbursement funds, an account is established between that Federal agency and Accounting (FMS). FMS then notifies the Establish Case</p>	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	Process of the account number where the funds have been deposited. The account number information is forwarded to the Case File and Case Recordation/ORCA updated.	Account Number Update Case Recordation/ORCA
Preliminary Exchange Proposal Notice of Acceptance Preliminary Agreement to Proceed	The preliminary exchange proposal, Notice of Acceptance, and/or the Preliminary Agreement to Proceed may be received from the BLM Manager through the Preliminary Review Decision Process (1.1.2.2.3.1.4). The proposal and accompanying material is incorporated in a serialized Case File and forwarded to the Preliminary Land Law Review Process. Case Recordation/ORCA is updated to include all pertinent Casefile information.	Case File Update Case Recordation/ORCA
Request Serial Number Preliminary Exchange Proposal	A request for a serialized Case File with the preliminary exchange proposal is received from the Preliminary Review Decision Process (1.1.2.2.3.1.4) where a protest has been received in response to a management decision and an appeal is anticipated. The preliminary exchange proposal is incorporated in a serialized Case File, Case Recordation/ORCA updated, and the Case File forwarded to the Preliminary Review Decision Process.	Case File
Additional Cost Reimbursement Funds Cash Equalization Payment Tax Deposit Improvements Reimbursement Deposit	The Proponent/Applicant/Consultant, as a non-Federal entity, may be required to submit funds through the course of the exchange case processing, including the following: - Additional Cost Reimbursement Funds, - Cash Equalization Payment, - Tax Deposit,	Additional Cost Reimbursement Funds/Accounting Advice Cash Equalization Payment/Accounting Advice Tax Deposit/Accounting Advice

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	- Improvements/Reimbursement Deposit The collected funds, payments, and/or deposits are forwarded to Accounting (FMS) with accounting advices, as well as an accounting advice receipt to Proponent/Applicant/Consultant.	Improvement Reimbursement Deposit/Accounting Advice Accounting Advice Receipt
Accounting Advice Receipt	The FMS forwards an accounting advice receipt for the funds, payments, or deposits received. The accounting advice receipt is forwarded to the Case File and Case Recordation/ORCA updated.	Accounting Advice Receipt Update Case Recordation/ORCA
Request Tax Deposit Refund	Requests for refunds with accounting advice may be received from the Final Land Law Review Process whose funds, payments, and/or deposits may have been collected and a decision made not to proceed with the exchange. The request for refunds with the appropriate accounting advice would be forwarded to the FMS.	Request Refund: Tax Improvement Reimbursement Deposit Cash Equalization Payment Cost Reimbursement Funds Accounting Advice
Request Improvements Reimbursement Deposit Refund		
Request Cost Reimbursements		
Funds Refund		
Request Cash Equalization Payment Refund		
Accounting Advice Case File		

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Accounting Advice Receipt	<p>When the refund is completed, EMS forwards an accounting advice receipt. The receipt is forwarded to the Case File and Case Recordstion/ORCA updated. The accounting advice receipts may be forwarded to the Final Land Law Review Process, if the Case File has been retained at that level.</p> <p>An accounting receipt may be forwarded to the Management Decision Process (1.1.2.2.3.3.2.2) if a refund for cost reimbursement has been requested through EMS.</p>	<p>Accounting Advice Receipt Update CR/ORCA Accounting Advice Receipts: Additional Cost Reimbursement Funds Tax Deposit Cash Equal. Payment Improve. Reim- bursement Deposit Refund Cost Reim- burse. Funds Refund Tax Deposit Cash Equalization Payment Refund Reimburse- ment Deposit</p> <p>Accounting Advice</p>

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Request Tax Deposit Refund	Requests for refunds with accounting advice may be received from the Conduct Post Conveyance Process (1.1.2.2.3.3.1.2.2) to release deposits that have been held after held after the conveyance is issued and/or to return any Cost Reimbursement Funds remaining after case processing has been completed. The request for refunds with the appropriate accounting advice would be forwarded to the FMS.	Request Refund: Tax Deposit Improvement Reimbursement Deposit Cost Reimbursement Funds Accounting Advice
Request Improvements Reimbursement		
Deposit Refund		
Request Cost Reimbursement		
Funds Refund		
Accounting Advice Case File	When the refund is completed, FMS forwards an accounting advice receipt. The receipt is forwarded to the Case File and Case Recordation/ORCA updated. If a cash equalization payment has been made through the Issue Conveyance Process (1.1.2.2.3.3.1.2.1), an accounting advice receipt may be forwarded.	Accounting Advice Receipt
Accounting Advice Receipt		
Request Serial Numbers for Existing Uses on Reconveyed	A request to serialize existing uses, e.g., telephone, electric, or road rights-of-way, may be received from the Conduct Post Conveyance Process (1.1.2.2.3.3.1.2.2) along with copies of the deed that describes the encumbrances to be serialized. Serialized right-of-way Case Files are prepared for each encumbrance and forwarded to Docket. The newly established cases are added to the Case Recordation/ORCA System.	Right-of-Way Case File(s)
-Copy of Deed(s)		
		Update Case Recordation/ORCA

INPUT/PROCESS/OUTPUT NARRATIVES

Process Name: Preliminary Land Law Review

Identifier: 1.1.2.2.3.3.1.1.1

Parent Process Name: Conduct Technical Review

Description: To request evaluations and/or reports from the Resource Value Analysis Process and/or Preliminary Negotiations Process. To conduct preliminary land law reviews of reports prepared by these processes for serialized, as well as unserialized cases. To process field Solicitor opinion requests and prepare responses to the requesting party or process. To process requests for funding or additional funding that may involve the Proponent/Applicant/Consultant and/or Surface Management Agency (SMA).

Policies/Procedures: None.

Constraints: Title 43 CFR describes "persons" or entities capable of conveying and holding land and interests therein under the laws of the State where the land or interest is located. A person shall be a citizen of the U.S., or in the case of a corporation, shall be subject to the laws of any State or of the United States (43 CFR 2200.0-5(b)).

Title 43 CFR provides that the proponent may request a review by the State Director of a notice of non-acceptance within 30 days of receipt of notice. A review shall be completed and the proponent notified in writing from the State Director within 60 days of the receipt of the written request (43 CFR 2201.2(d)).

Title 43 CFR provides that where an exchange proposal is not accepted by the authorized officer and made a basis of a notice of realty action, the proponent shall be so advised in writing of the reason(s) for the non-acceptance and advised of the availability of a protest to the state Director (43 CFR 2201.2(c)).

Title 43 CFR provides that the notice of realty action shall list all reservations to be included in the conveyance to and from the United States (43 CFR 2201.1(d)).

Title 43 CFR provides that the public lands and interests in public lands proposed for exchange shall be properly described and locatable under the survey laws and

INPUT/PROCESS/OUTPUT NARRATIVES

standards of the United States. The non-Federal lands may be described as part of a surveyed section or by a metes and bounds survey or may be described by the description contained in an approved protraction diagram of the BLM (43 CFR 2201.4).

Section 206 of ELPMA requires that the federal lands or interests be located in the same State as the offered.

Input	Process	Output
Case File Accounting Advice Receipt Project Number Account Number	The serialized Casefile containing the exchange proposal and accounting advice/receipt, account number or project number is received from the Establish Case Process. The proposal is reviewed as to the qualifications of the Proponent/Applicant/Consultant. If the Proponent/Applicant/Consultant is a partnership or corporation, the State agency regulating State business certification is requested to acknowledge the Proponent/Applicant/Consultant certification.	Request Business Certification
Business Certification	The state agency may forward a copy of the certification, verbally acknowledge the certification, or indicate no certification exists. If there is any doubt that the Proponent/Applicant/Consultant may not be a citizen of the U.S. or may not be certified to do business in that particular State, a request for citizenship verification or Articles of Incorporation is prepared and forwarded to the Proponent/Applicant/Consultant. These requests and dates are updated to the Case Recordation/ORCA System.	Request Citizenship Verification Request Articles of Incorporation Update Case Recordation/ORCA

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Status Information	<p>In determining the proper location, the Records (MIP/HI) and the Case Recordation/ORCA System are checked. Generally, the exchange is not noted on the Records (MIP/HI) with the exception of a National Forest Exchange under the authority of the Act of March 20, 1922 (43 CFR 2202.1(b)). In this case, the forest lands would be segregated and noted in the Case Recordation/ORCA System, noting the date and the extent of the segregation.</p> <p>If the Proponent/Applicant/Consultant is a state government, a request for a certificate of Non-Encumbrance may be requested. The certificate verifies the State's ownership of the offered lands or interests.</p> <p>The legal descriptions of the Federal and offered lands or interests therein are reviewed to determine their accuracy, as well as the availability of the Federal lands or interests. If there appears to be an error in the description, the Proponent/Applicant/Consultant is requested to amend the exchange proposal.</p>	<p>Update Case Recordation/ORCA</p> <p>Request Certification of Non-Encumbrance</p> <p>Request Amended Exchange Proposal</p>
<p>Citizenship Verification</p> <p>Articles of Incorporation</p> <p>Certificate of Non-Encumbrance</p> <p>Amended Exchange Proposal</p>	<p>As requested, the Proponent/Applicant/Consultant may submit citizenship verification, Articles of Incorporation, Certificate of Non-Encumbrance, or Amended Exchange Proposal. The item(s) is (are) reviewed and if any discrepancies occur or the legal description indicates the Federal lands or interests are not available or not in the same State, a Notice</p>	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	of non-acceptance is prepared and forwarded to the Proponent/Applicant/Consultant, with the right of protest to the State Director.	Notice of Non-Acceptance
Request Additional Information	If the Proponent/Applicant/Consultant requests additional information, a response is prepared.	Additional Information
Protest	The Proponent/Applicant/Consultant may protest the Notice of Non-Acceptance to the State Director. A decision may be issued rejecting the protest with the Right of Appeal to IBLA. Case Recordation/ORCA is updated.	Decision to Reject Update Case Recordation/ORCA
Request to Withdraw Proposal	The Proponent/Applicant/Consultant may request that the exchange proposal be withdrawn as a result of a Notice of Non-Acceptance, Decision to Reject or at their own discretion. The request is acknowledged. If the proposal had been noted on the Records, Records and Case Recordation/ORCA are updated. The case is closed and the file forwarded to docket.	Acknowledge Withdrawn Request Update Records Update Case Recordation/ORCA
Notice of Appeal	The Proponent/Applicant/Consultant may proceed with the appeal to IBLA with a copy of the Notice of Appeal to BLM. The Case File must then be forwarded to IBLA in 5 days. The date the appeal is filed and Case File to IBLA are noted in Case Recordation/ORCA. During the course of the protest and/or appeal, the Proponent/Applicant/Consultant may be requested to submit additional information.	Case File Update Case Recordation/ORCA Request Additional Information

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Additional Information	<p>As requested, the Proponent/Applicant/Consultant may submit additional information in support of a protest and/or appeal. Such information may be used in preparing a response to the protest or decision to reject. If the State Director supports the protest, the Proponent/Applicant/Consultant is notified by a response that case processing will continue. Date of response is added to Case Recordation/ORCA.</p> <p>If the exchange proposal is determined to be consistent with the land law requirements, the Case File may be forwarded to the Preliminary Review Decision Process (1.1.2.2.3.1.4) for possible funding and/or task responsibilities or for a determination of public benefit or to Resource Evaluation for reports. Dates for analysis and reports requests are noted in Case Recordation/ORCA.</p> <p>If the proposal includes an accounting advice and notification of cost reimbursable funds that are available, all BLM case processing entities are notified including Internal BLM Organizations and Resource Evaluation. The notification with Project Numbers or Account Numbers would be forwarded and noted in Case Recordation/ORCA.</p>	<p>Response to Protest</p> <p>Update Case Recordation/ORCA</p> <p>Request Preliminary Analysis Case File</p> <p>Request Reports Case File</p> <p>Update Case Recordation/ORCA</p> <p>Notice of Cost Reimbursement Funds Project Number Account Number Update Case Recordation/ORCA</p>
Request Verification of Qualifications	<p>A request to verify the qualifications of a Proponent/Applicant/Consultant may be received from the Preliminary Review Decision Process (1.1.2.2.3.1.4) involving an unserialized preliminary Exchange Proposal. Generally, the verification would involve</p>	

INPUT/PROCESS/OUTPUT NARRATIVES.

Input	Process	Output
	partnerships or corporations where state requirements are in question. The certification status of the Proponent/Applicant/Consultant is checked and a response returned.	Verification of Qualifications
Request to Establish Cost Reimbursement Account Case File	A request to establish a cost reimbursable account may be received from the Preliminary Review Decision Process (1.1.2.2.3.1.4) with a serialized Case File. The Proponent/Applicant/Consultant and/or SMA would be requested to submit an agreement upon an amount of money for cost reimbursement funds if a non-Federal entity. Federal entities, including SMA would be requested to provide funding by establishing an account.	Request Cost Reimbursement Funds
Accounting Advice Report Project Number Account Number	Funds from the Proponent/Applicant/Consultant and/or SMA would be received at the Establish Case Process and a copy of the accounting advice receipt and project number or account number forwarded. All BLM entities noted previously would receive notification of the reimbursement funds.	Notice of Cost Reimbursement Funds Project Number Account Number
Request Additional Reimbursement Funds	Requests for additional cost reimbursement funds may be received from the following BLM entities Internal BLM Organization and Resource Evaluation. The above entities may be requested to submit additional information justifying the funding request.	Request Additional Information
Additional Information	Additional information supporting the funding request is received and reviewed from any of the BLM entities noted above.	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Accounting Advice Receipt	The Proponent/Applicant/Consultant and/or SMA are requested to submit additional cost reimbursement funds. Again, any funds would be received through the Establish Case Process with the accounting advice receipt forwarded. The dates funding requests are made would be added to Case Recordation/ORCA.	Request Additional Cost Reimbursement Funds Update Case Recordation/ORCA
Request Funding Justification	The Proponent/Applicant/Consultant may request funding justification prior to submitting additional funds. A response is prepared and forwarded.	Funding Justification
Reject Additional Cost Reimbursement Request	If the Proponent/Applicant/Consultant is a non-Federal entity, the request for additional cost reimbursement funds may be rejected. A notice of non-acceptance may be prepared with the right of protest to the State Director.	Notice of Non-Acceptance
Protest	The Proponent/Applicant/Consultant may protest the notice of non-acceptance for lack of funding to the State Director. A Decision to Reject may be issued with the right of appeal to IBLA.	Decision to Reject
Notice of Appeal	If the Proponent/Applicant/Consultant appeals the Decision to Reject on the basis of lack of Proponent/Applicant/Consultant funding, a Notice of the Appeal is received and the Case File forwarded to IBLA.	Case File

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	If the state Director determines that the protest is valid, a response is prepared to the Proponent/Applicant/Consultant and the case continued to be processed. Funding, Notice, Decision, and Appeal dates are added to Case Recordation/ORCA.	Response to Protest Update Case Recordation/ORCA
Request Review of Land Use Analysis Case File	A request to review a Land Use Analysis Report from Resource Evaluation may be received with the Case File. The report is reviewed in terms of the land laws, such as proper legal descriptions and reservations. Status	
Status Information	information is reviewed in the Records, Case Recordation/ORCA, and Mining Claims to determine any conflicts. Land Use Analysis recommendations are prepared and returned to Resource Evaluation.	Land Use Analysis Recommendations Case File
Request Additional Information	Resource Evaluation may request additional information concerning the recommendations. The request is reviewed and additional information forwarded.	Additional Information
Request Preliminary Title Opinion Request Draft Warranty Deed Opinion Case File	A request to conduct a Field Solicitor review of a preliminary title report and/or draft Warranty Deed may be received from Resource Evaluation. The request(s) is (are) reviewed and a request for a solicitor opinion prepared and forwarded to Resource Evaluation.	Request Preliminary Title Opinion Request Draft Warranty Deed Opinion Case File

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Preliminary Title Opinion Draft Warranty Deed Opinion Case File	As requested, the Field Solicitor reviews the preliminary title opinion and/or draft warranty deed and forwards an opinion. The opinion(s) is (are) reviewed and forwarded to Resource Evaluation.	Preliminary Title Opinion Draft Warranty Deed Opinion Case File
Request Decision Record Review Case File	A request to conduct a review of the Decision Record, including all enclosed reports, may be received from the Resource Evaluation.	Decision Record Recommendations Case File
Request Additional Information	Resource Evaluation may request additional information concerning the Decision Record Review recommendations. The request is reviewed and the additional information forwarded.	Additional Information
Request Exchange Agreement Review Request Exchange Solicitor Opinion Case File	<p>A request may be received from the Prepare Exchange Agreement Process (1.1.2.2.3.3.2.1) to conduct a review and/or to request a Field Solicitor opinion of an Exchange Agreement.</p> <p>If a solicitor opinion is requested, a request is prepared and forwarded to the Field Solicitor.</p>	Request Exchange Agreement Solicitor Opinion Case File
Exchange Agreement Solicitor Opinion Case File	<p>The Field Solicitor forwards an opinion involving the review of the Exchange Agreement.</p> <p>The Exchange Agreement recommendations and/or Field Solicitor opinion are forwarded to the Prepare Exchange Agreement Process.</p>	Exchange Agreement Recommendations Exchange Agreement Solicitor Opinion Case File

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Request Additional Information	Upon receiving the Exchange Agreement recommendations, the Prepare exchange Agreement Process may request additional information. The request is reviewed and a response forwarded.	Additional Information
Request Solicitor Protest Opinion Case File	A request to conduct a Field Solicitor review of a protest may be received from the Preliminary Review Decision Process (1.1.2.2.3.1.4). The request is reviewed and another request submitted to the Field Solicitor for an opinion.	Request Solicitor Protest Opinion Case File
Solicitor Protest Opinion Case File	As requested, the Field Solicitor opinion is returned, reviewed and forwarded to the Preliminary Review Decision Process.	Solicitor Protest Opinion Case File
	A request to refund a Propoent/ Applicant/Consultant cost reimbursement funds when a proposal has been rejected or withdrawn is forwarded to the Financial Management System (FMS) with an accounting advice.	Request Refund Cost Reimbursement Funds Accounting Advice Refund Cost Reimbursement Funds
Accounting Advice	An accounting advice receipt for the cost reimbursement refund is received through the Establish Case Process.	

INPUT/PROCESS/OUTPUT NARRATIVES

Process Name: Final Land Law Review

Identifier: 1.1.2.2.3.3.1.1.2

Parent Process Name: Conduct Technical Review

Description: To conduct a final land law review of the reports and documents prepared and collected during the processing of an exchange proposal. To prepare a final decision to accept title to the base or offered lands and/or interests therein. To process Field Solicitor opinion requests and to prepare responses to the requesting party or process.

Policies/Procedures: None.

Constraints: Title 43 CFR provides that the owner or holder of the non-Federal land and interest submit evidence of title acceptable to the authorized officer. All deeds to the United States shall be prepared in accordance with 'A Procedural Guide for the Acquisition of Real Property by Governmental Agencies.' Where taxes constitute a lien on the non-Federal property, the owner shall furnish a bond or other security acceptable to the authorized officer for an amount at least 20 percent in excess of taxes paid for the property for the previous year. When an equalization payment is required to equalize the value of the offered and selected lands and/or interests therein, the equalization payment shall not exceed 25 percent of the value of the public lands and interests being conveyed (43 CFR 2201.5(a)(c)).

Title 43 CFR provides that the authorized officer may accept title to the non-Federal property conveyed to the U.S. if the title is in conformity with the law and regulations. A patent or other document of conveyance shall be issued for the Federal property and a notice published in the Federal Register. A money payment, if required to equalize values, shall be made by the appropriate party prior to or at the date of conveyance. Procedures for removing improvements on the Federal property to be exchanged may be arranged or an improvement reimbursement deposit required (43 CFR 2201.7).

Title 43 CFR provides that when an exchange is terminated and the proponent has submitted a recorded deed, a quitclaim deed for the land conveyed to the United States shall be issued under Section 6 of the Act of April 28, 1930 (43 U.S.C. 872), (43 CFR 2201.8).

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Request Final Review Request Issue Conveyance Request Issue Opening Order Case File	<p>A request to conduct a final land review and issue the conveyance document and opening order, if applicable, may be received from the Management Decision Process (1.1.2.2.3.3.2.2).</p> <p>The Case File contains those reports and documents in support of the Manager's decision to issue the conveyance (patent/deed). A Land Law review is completed to ensure that the decision and support reports and documents meet the laws and regulations pertinent to the exchange authority.</p>	
	<p>A request for additional information may be forwarded to the Management Decision Process to clarify findings in the support documentation or opening order instructions.</p>	Request Additional Information
Additional Information	As requested, additional information would be forwarded from the Management Decision Process to clarify documentation or opening order instructions.	
Status Information	<p>In reviewing the Case File documentation, status information from Records (NIP/HI), Case Recordation/ORCA (Automated System), and Mining Claims (Automated System) may be queried to verify the location and encumbrances associated with the offered and selected.</p> <p>Updates to Records, Case Recordation/ORCA, and Mining Claims may be made, if such updates have not made as of the date of the review.</p> <p>If any discrepancies are noted, the Case File may be returned to the Management Decision Process with the appropriate</p>	<p>Updates to Records Case Recordation/ ORCA Mining Claims</p> <p>Final Review Recommendation</p>

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	recommendation. Case Recordation/ ORCA is updated.	Case File Update CR/ORCA
	<p>If the reports and documents in the Case File are in conformance with the laws and regulations of the exchange authority, the following documents may be requested from the Proponent/Applicant/Consultant (P/A/C):</p> <ul style="list-style-type: none"> - A warranty deed (WD) prepared in accordance with A Procedural Guide for the Acquisition of Real Property by Government Agencies (Department of Justice, 1968 ed.). - A policy title insurance issued in the amount of the properties being offered. - Acknowledgement of reservation of minerals to U.S., if applicable. - Deed of Conveyance if the Proponent/Applicant/Consultant is a state government entity. - Certificate of Possession, Form 2200-4. <p>Dates for requests are noted in Case Recordation/ORCA.</p>	<p>Request Warranty Deed</p> <p>Request Policy Title Insurance</p> <p>Request Acknowledgment Min. to U.S.</p> <p>Request Deed of Conveyance</p> <p>Request Certificate of Possession</p> <p>Update CR/ORCA</p>
	<p>If the Case File documents, e.g., exchange agreement, identify the need to collect a cash equalization payment or improvement reimbursement deposit, the monies are requested at the same time as the tax deposit is requested from the Proponent/Applicant/Consultant. Dates for request are noted in Case Recordation/ORCA.</p>	<p>Request Equalization Payment</p> <p>Request Tax Deposit</p> <p>Request Improvement Reimbursement Deposit</p> <p>Update Case Recordation/ORCA</p>

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Request Additional Information	The Proponent/Applicant/Consultant may request additional information pertaining to the requested documents or monies, especially for warranty deed or deeds of conveyance format guidelines. A response is prepared and forwarded to the Proponent/Applicant/Consultant.	Additional Information
Warranty Deed Policy Title Insurance Deed of Conveyance Certificate of Possession Acknowledge Min. to U.S.	As requested, the Proponent/Applicant/Consultant submits the required documents. The documents are reviewed for completeness, accuracy, and compliance with the laws and regulations applying to the exchange authority. Dates of receipt are noted in Case Recordation/ORCA. If any of the documents are questionable, a request for additional information may be prepared and forwarded to the Proponent/Applicant/Consultant.	Update Case Recordation/ORCA Request Additional Information
Additional Information	As requested, the Proponent/Applicant/Consultant may forward the information concerning document questions. The information may resolve a problem or require further action.	
Accounting Advice Receipt: Cash Equal Pay Tax Deposit Improvement Reimbursement Deposit	The monies requested, e.g., cash equalization payment, tax deposit, and/or improvements reimbursement deposit are received through the Establish Case Process (1.1.2.2.3.2) and the accounting advice receipts forwarded.	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	If the exchange is being processed using cost reimbursable funds and it is apparent that more funding is necessary to complete processing of the exchange, the Proponent/Applicant/Consultant and/or SMA is notified to submit additional funding. Dates of request are noted in Case Recordation/ORCA.	Request Additional Cost Reimbursement Funds Update CR/ORCA
Request Funding Justification	The Proponent/Applicant/Consultant may request justification for the additional funding before submitting the funds. A response is prepared and forwarded.	Funding Justification
Accounting Advice Receipt Additional Cost Reimbursement Funds	Again, the additional cost reimbursement funds are received at the Establish Case Process and an Accounting Advice Receipt forwarded.	
	If the documents appear acceptable, a final title opinion is requested from the Field Solicitor.	Request Final Title Opinion Case File
	Date of request is noted in Case Recordation/ORCA.	Update Case Recordation/ORCA
Request Additional Information	The Field Solicitor may request additional information before completing the final opinion. A response is prepared and forwarded.	Additional Information
Final Title Opinion Case File	The final title opinion is received from the Field Solicitor. If any problems are noted with the deeds or title policy, the Solicitor may recommend an amendment or termination. Date opinion is received is noted in Case Recordation/ORCA.	Update Case Recordation/ORCA

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	The Field Solicitor may be requested to provide additional information in support of the opinion. A request is prepared and forwarded.	Request Additional Information
Additional Information	As requested, the Field Solicitor may submit additional information concerning the final title opinion. On the basis of the Solicitor Opinion and review of the concurrence documents submitted by the Proponent/Applicant/Consultant, the Proponent/Applicant/Consultant may be requested to submit an amendment. Dates of request are noted in Case Recordation/ORCA.	Request Amended Warranty Deed Request Amendment Title Policy Insurance Request Amended Deed of Conveyance Update CR/ORCA
Amended Warranty Deed Amended Title Policy Insurance Amended Deed of Conveyance	As requested, the Proponent/Applicant/Consultant may submit amended conveyance documents to resolve format, procedural, or location problems. (The amended documents would be submitted for Solicitor Opinion as noted above.) If the amendment involves a location change, e.g., addition or deletion of offered lands, the Management Decision Process (1.1.2.2.3.3.2.2) is requested to conduct an amended resource evaluation and to consider an exchange agreement amendment, if applicable. Dates of amendments are noted in Case Recordation/ORCA.	Request Resource Evaluation Amendment Request to Consider Exchange Agreement Amendment Case File Update CR/ORCA
Amended Warranty Deed Amended Title Policy Insurance Amended Deed of Conveyance	As requested, the Proponent/Applicant/Consultant may submit amended conveyance documents to resolve format, procedural, or location problems. (The amended	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	documents would be submitted for Solicitor Opinion as noted above.) If the amendment involves a location change, e.g., addition or deletion of offered lands, the Management Decision Process (1.1.2.2.3.3.2.2) is requested to conduct an amended resource evaluation and to consider an exchange agreement amendment, if applicable. Date of amendments are noted in Case Recordation/ORCA.	Request Resource Evaluation Amendment Request to Consider Exchange Agreement Amendment Case File Update CR/ORCA
	If the conveyance documents contain fatal errors that cannot be corrected or resolved, the Proponent/Applicant/Consultant is notified by notice of non-acceptance, with right of protest to State Director. Date of Notice is noted in Case Recordation/ORCA.	Notice of Non-Acceptance Update Case Recordation/ORCA
Protest	If the Proponent/Applicant/Consultant files a protest to the State Director, a Decision to Reject is issued with appeal rights to IBLA. Date of Protest is noted in Case Recordation/ORCA.	Decision to Reject Update Case -> Recordation/ORCA
Notice of Appeal	If the Proponent/Applicant/Consultant appeals the decision, a Notice of the appeal is forwarded to BLM from the Proponent/Applicant/Consultant. The Casefile is then forwarded to IBLA. The date of appeal is noted in Case Recordation/ORCA.	Case File Update Case Recordation/ORCA
Request to Withdraw Proposal	The Proponent/Applicant/Consultant may decide to withdraw the exchange proposal rather than consider an amendment or appeal	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	a BLM adverse decision. The withdrawal request is acknowledged and the case closed and file forwarded to Docket.	Acknowledge Withdraw Request Case File
	If a case is closed before the exchange is consummated, whether at the request of the Proponent/Applicant/Consultant or by Bureau decision, a quitclaim deed is issued to the Proponent/Applicant/Consultant returning any lands or interest therein that had been offered to the BLM. The date of the quitclaim deed is noted in Case Recordation/ORCA. If monies have been collected or are being held on deposit, refund requests and accounting Advices are forwarded to Accounting (Financial Management System) (FMS)), or the Establish Case Process (1.1.2.2.3.2).	Issue Quitclaim Deed Update Case Recordation/ORCA Request Refund Cost Reimbursement Funds Request Refund Tax Deposit Request Refund Improvements Reimbursement Deposit Request Refund Cash Equalization Payment Accounting Advice for: Refund Cost Reimbursement Funds Refund Tax Deposit Refund Improvement Reimbursement Deposit Refund Cash Equalization Payment Update Case Recordation/ORCA
	The refund request and accounting advice dates are noted in Case Recordation/ORCA.	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Accounting Advice Receipt: Refund Cost Reimbursement Funds Refund Tax Deposit Refund Improvement Reimbursement Deposit Refund Cash Equalization Payment	The accounting advice receipts for refunds made through the Financial Management system are received through the Establish Case Process and forwarded. If all documents, payments, and deposits are found acceptable, a Decision to Accept Title to the Base is forwarded to the Proponent/Applicant/Consultant. The decision to accept base date is noted in Case Recordation/ORCA. A request to issue the conveyance and opening order, if applicable, is forwarded to the Prepare Conveyance Process (1.1.2.2.3.3.1.2).	Decision to Accept Title to Base Update Case Recordation/ORCA Request to Issue Conveyance Request to Issue Opening Orders Case File
Request Amended Exchange Agreement Review Request Amended Exchange Agreement Solicitor Opinion Case File	During the processing of the exchange, the Final Land Law Review Process may be requested to conduct a review or obtain an opinion on an amended exchange agreement from the Prepare Exchange Agreement Process (1.1.2.2.3.3.2.1). The request and amended exchange agreement are reviewed, and, if necessary a Field Solicitor opinion request is prepared and forwarded. The date of the solicitor opinion request is noted in Case Recordation/ORCA.	Request Amended Exchange Agreement Solicitor Opinion Case File Update CR/ORCA
Amended Exchange Agreement Solicitor Opinion Case File	As requested, the opinion is prepared and returned. The recommendations from the review and/or opinion are forwarded to the Prepare Exchange Agreement Process. Dates of opinion and recommendations are noted in Case Recordation/ORCA.	Amended Exchange Agreement Recommendation Amended Exchange Agreement Solicitor Opinion Case File Update CR/ORCA
Request Additional Information	The Prepare Exchange Agreement Process may request additional information concerning the recommendation for the exchange agreement amendment review. A response is prepared and forwarded.	Additional Information

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Request NORA Protest Review Request NORA Protest Solicitor Opinion Case File	The Management Decision Process (1.1.2.2.3.3.2.2) may request a recommendation and/or opinion concerning a NORA protest. The protest is reviewed and, if necessary, a request for a solicitor opinion prepared. The date of the solicitor opinion NORA protest request is noted in Case Recordation/ORCA.	Request NORA Protest Solicitor Opinion Casefile Update Case Recordation/ORCA
NORA Protest Solicitor Opinion	As requested, the NORA protest opinion is received from the Field Solicitor. The recommendations from the review and/or opinion are forwarded to the Management Decision Process. Dates of opinion and recommendations are noted in Case Recordation/ORCA.	NORA Protest Recommendations NORA Protest Solicitor Opinion Case File Update CR/ORCA
Request Additional Information	The Management Decision Process may request additional information concerning the NORA protest review and recommendation. A response is prepared and forwarded.	Additional Information
Request Response to Congressional Inquiry Case File	The Management Decision Process may request a response to a congressional inquiry. The request is reviewed and a response prepared and forwarded. The dates of the request and response are noted in Case Recordation/ORCA.	Response to Congressional Inquiry Update Case Recordation/ORCA

INPUT/PROCESS/OUTPUT NARRATIVES

Process Name: Issue Conveyance

Identifier: 1.1.2.2.3.3.1.2.1

Parent Process Name: Prepare Conveyance

Description: To prepare and issue the conveyance document and opening order, if applicable, for lands and/or interests therein that have been transferred out of federal ownership and to notify all interested parties of the transfer and any rights and responsibilities associated with the transfer.

Policies/Procedures: None.

Constraints: Title 43 of the Code of Federal Regulations provides that a patent or other document of conveyance shall be issued and a notice of the issuance shall be published in the Federal Register. The Governor and the head of local governments shall be immediately notified of the issuance of conveyance documents (43 CFR 2201.7(a)).

Section 208 of the federal Land Policy and Management Act of 1976 provides that the Secretary shall issue all patents or other documents of conveyance and that terms, covenants, conditions, and reservations shall be included, where applicable. However, the Secretary shall not make conveyances of public lands containing terms and conditions which would, at the time of conveyance, constitute a violation of any law or regulation pursuant to state and local land use plans or programs.

Input	Process	Output
Request to Issue Conveyance Opening Order Case File	The request to issue a conveyance document, (e.g., patent or quit-claim deed), is received from the Final Land Law Review Process (1.1.2.2.3.3.1.1.2) and may include an opening order if lands and/or minerals are to be opened to all or specific land or mineral laws at a specific time (e.g., day, month, year, time of day by time zone).	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	A Notice of Conveyance is prepared describing the federal lands or interests therein that are being transferred and along with the opening order, if applicable, are sent to the Federal Register and Local Publication.	Notice of Conveyance Opening Order
	A copy of the conveyance document and opening order, if applicable, are sent to other Federal Governments, Internal BLM Organizations, Surface Management Agency, if applicable, and Records.	Copy of Conveyance Opening Order
	A letter notifying heads of government and interested parties is prepared and sent to Parties of Interest, Private Organizations, and other Government agencies.	Letter Advising of Conveyance
	A Notice of the transfer is prepared and forwarded to All Use Holders which may include Oil and Gas lessees, Right-of-way grant holders, Geothermal lessees, mineral material permittees, and any other lessees or permittees of record with an interest in the federal lands or interest therein being transferred. The Notice may include rental responsibilities that must be arranged with the new land and/or mineral patentee.	Notice of Transfer
	The conveyance document is prepared and sent to the Proponent/Applicant Consultant now as the Patentee.	Conveyance Document
	If an equalization payment has been received from the Proponent/Applicant/Consultant, Accounting (Financial Management System (FMS)) is notified that the payment is now "earned" and an accounting advice is prepared and included.	Equalization Payment Earned Accounting Advice

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Accounting Advice Receipt	An accounting advice receipt acknowledging the earned equalization payment is received through the Establish Case Process (1.1.2.2.3.2). The receipt is incorporated in the Case File.	
Request Publication Payment	As a result of the publishing of the Notice of Conveyance in the Federal Register and Local Publications, requests for publication payments are received. A requisition order is prepared (Form 1510-18) and the publication bill paid through procurement funds. The RMAS (Range Management Automated System) may be updated adding grazing reduction information for those federal lands disposed of and grazing increase information for those private lands coming into federal ownership where grazing rights are unencumbered.	Publication Payment Grazing Reduction/ Increase Update
	Dates of Publications, Notices refunds, and grazing updates are noted to Case Recordation/ORCA.	Update Case Recordation/ORCA
	Send Case File to Docket.	

INPUT/PROCESS/OUTPUT NARRATIVES

Process Name: Conduct Post Conveyance

Identifier: 1.1.2.2.3.3.1.2.2

Parent Process Name: Prepare Conveyance

Description: To perform additional adjudication tasks after the conveyance has occurred, including publishing of delayed opening orders, verification of certain payments, refunds of deposits held, and serialization of existing uses on lands and/or mineral estates acquired by the U.S.

Policies/Procedures: None.

Constraints: Title 43 of the Code of Federal Regulations provides that when evidence of payment of taxes to the authorized officer is furnished, the bond (or deposit) shall be released to the owner of the non-Federal lands and interests. (43 CFR 2201.5(c)).

Title 43 of the Code of Federal Regulations provides that the owner of improvements not made 'subject to' in the patent reservations, shall be given an opportunity to remove them if such owner is not the exchange party, or the exchange party may compensate the owner of such authorized improvements and submit proof of compensation to the BLM Authorized Officer (43 CFR 2201.6(c)).

Input	Process	Output
Suspense Actions Case File	After the conveyance has taken place, e.g., patent to federal lands or interests therein has passed, certain post adjudication tasks may remain that require further (suspense) action.	
	If the suspense involves a delayed opening order, an opening order is prepared and sent to the Federal Register, Local Publication, Internal BLM Organizations, Other Federal Government, Surface Management Agency, if applicable, and Records.	Delayed Opening Order

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	If a tax deposit and/or improvement payment deposit are pending, requests for proof of tax and/or improvement payments are prepared and sent to the patentee.	Request Proof of Tax Deposit Proof of Improvement Payment
Proof of Tax Payment Proof of Improvement Payment	If the patentee submits tax and/or improvement payment proof, a request for a tax deposit and/or improvement deposit refund is prepared and, with the proper accounting advice, sent to the Establish Case Process (1.1.2.2.3.2) with the Case File.	Request Refund Tax Deposit Accounting Advice Refund Tax Deposit Request Refund Improvement Reimbursement Deposit Accounting Advice Refund Improvement Reimbursement Deposit Case File
	If the proof is not submitted, the above process is repeated until proof is obtained.	
	If the Proponent/Applicant/Consultant and/or SMA submitted cost reimbursement funds to support processing of the exchange and additional funds remain after all processing of the exchange has concluded, a request for refund of cost reimbursement funds is prepared, with an accounting advice, and forwarded with the Case File to the Establish Case Process (1.1.2.2.3.2).	Request Refund Cost Reimbursement Funds Accounting Advice Refund Cost Reimbursement Funds Case File

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	<p>If the accepted lands or interests therein (from the Proponent/Applicant/Consultant) contain existing land uses, e.g., oil and gas leases, rights-of-way, easements, permits, etc., a request is prepared to have these uses serialized and Case Files established for each. Copies of Deeds are forwarded to the Establish Case Process (1.1.2.2.3.2) for action.</p> <p>If an appraisal (BLM) is completed for a right-of-way or other use that has been transferred to the patentee, the use holder is notified that rental from that time forward should be negotiated and paid to the patentee and/or if the use holder was required to remove improvements within a specified time, the Delayed Notice is issued at this point.</p>	<p>Request Serial Numbers for Re-conveyed Existing Uses Copy of Deed(s) Case File</p> <p>Delayed Notice of Transfer</p>
Requested Publication Payment	<p>As a result of the publishing of the delayed opening order in the Federal Register and Local Publications, requests for publication payments are received. A requisition order is prepared (Form 1510-18) and the publication bill paid through procurement funds.</p>	Publication Payment
 	<p>Dates of publications, refunds, notices, and publication payments, including amount of payment, are noted and updated in Case Recordation/ORCA.</p>	Updates
	Send Case File to Docket.	Case File

INPUT/PROCESS/OUTPUT NARRATIVES

Process Name: Prepare Exchange Agreement

Identifier: 1.1.2.2.3.3.2.1

Parent Process Name: Decision Process

Description: To prepare a draft Exchange Agreement or recommendations based on the acceptance or non-acceptance of a proposed exchange agreement between the Proponent/Applicant/Consultant, Surface Management Agency, if applicable, and the BLM. An Exchange Agreement may also be known as a Memorandum of Understanding, a Memorandum of Agreement, or an Escrow Instruction. Generally, the content will include specific conditions relating to the exchange including a description of the resources, deed and/or patent reservations and restrictions, responsibilities of each party to perform specific tasks or provide specific funding, or to identify what procedures will be used to resolve value differences.

Policies/Procedures: None.

Constraints: Title 43 of the Code of Federal Regulations provides that an exchange agreement shall identify the lands or the estate to be exchanged, all reservations and outstanding interests, any necessary cash equalization payment and all other terms, conditions, covenants and reservations (43 CFR 2201.6).

Input	Process	Output
Request to Consider Exchange Agreement	A request to consider an Exchange Agreement with the Case File may be received from the Management Decision Process (1.1.2.2.3.3.2.2).	
Agreement Case File	It is a Manager's call whether an Exchange Agreement may be necessary. BLM Manual H 2200-1, Release 2-204 provides that an agreement is not mandatory.	
Preliminary Agreement to Proceed Amended Preliminary Agreement To Proceed	A Preliminary Agreement to Proceed or amendment may be received from the Preliminary Review Decision Process (1.1.2.2.3.1.4). The terms of the Preliminary Agreement to Proceed or amendment may be used to draft an Exchange Agreement.	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Exchange Agreement Recommendations	A request to Negotiate an Exchange Agreement is forwarded to the Proponent/Applicant/Consultant.	Request Negotiate Exchange Agreement
	If a Surface Management Agency is involved, they may be requested to participate in the drafting of and/or development of terms and conditions of the proposed Exchange Agreement. Or SMA information may be requested.	Request to Participate Request SMA Information
	As requested, the Proponent/Applicant/Consultant may submit recommendations involving an Exchange Agreement. If the Proponent/Applicant/Consultant shows that an agreement is not necessary, a recommendation may be forwarded to the Management Decision Process (1.1.2.2.3.3.2.2), recommending against an Agreement. If the recommendation from the P/A/C is considered unacceptable, a recommendation not to proceed with the exchange may be forwarded to the Management Decision Process.	Recommend Against Agreement Recommend Not to Proceed Case File
Participation Concur SMA Information Additional Information	If the Proponent/Applicant/Consultant submits negotiable recommendations, a draft may be prepared. A request for additional information may also be prepared.	Request Additional Information
	If an Exchange Agreement is to be prepared, an involved SMA may request to participate or supply SMA information as requested, and any additional information received from the Proponent/Applicant/Consultant, would all be used to draft the agreement.	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	Once the proposed Exchange Agreement is drafted in conjunction with the Proponent/Applicant/Consultant, the Proponent/Applicant Consultant is requested to concur with the draft.	Request Exchange Agreement Concurrence
	If the draft Exchange Agreement involves complex legal issues, a request for a review and Solicitor Opinion may be prepared and forwarded to the Preliminary Land Law Review Process (1.1.2.2.3.3.2.1.1).	Request Exchange Agreement Review Request Exchange Agreement Solicitor's Opinion Case File
Exchange Agreement Recommendations	As requested, recommendations and/or Solicitor Opinion may be received from the Preliminary Land Review Process and may be incorporated in the draft Exchange Agreement. A request for additional information may be prepared and forwarded to the Preliminary Land Law Review Process.	Request Additional Information
Exchange Agreement Solicitor Opinion Case File		
Additional Information	As requested, additional information may be received from the Preliminary Land Law Review Process and incorporated in the draft Exchange Agreement.	
	Once the draft has been prepared, it is forwarded to the Management Decision Process for review by the Manager and for signed acceptance by the Proponent/Applicant/Consultant.	Draft Exchange Agreement, Casefile
Request to Consider Exchange Agreement Amendment Case File	During the course of the processing of the exchange, the proposal may be amended or a change effected as a result of a Preliminary Land Law or Final Land Law Review. The amendment or change may result in the preparation of a request to consider an amendment to an Exchange Agreement.	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	<p>The amendment is processed the same as the earlier discussion of the preparation of a draft Exchange Agreement with the following exception:</p> <p>When a change effects an amendment as a result of a Final Land Law Review, the Final Land Law Review Process may be used to conduct a review of the draft amendment and/or to provide a Solicitor Opinion.</p>	<p>Request Amended Exchange Agreement Review</p> <p>Request Amended Exchange Agreement Solicitor's Opinion</p> <p>Case File</p>
<p>Amended Exchange Agreement Recommendation</p> <p>Amended Exchange Agreement</p> <p>Solicitor Opinion</p> <p>Case File</p>	<p>As noted in the exception to the processing of the Exchange Agreement Amendment, recommendations and/or Solicitor Opinion may be received from the Final Land Law Review Process (1.1.2.2.3.1.1.2) and incorporated in the draft amended Exchange Agreement.</p> <p>Dates of draft exchange agreement or amended agreement completions are noted to Case Recordation/DRCA.</p>	<p>Update CR/DRCA</p>

INPUT/PROCESS/OUTPUT NARRATIVES

Process Name: Management Decision

| Identifier: 1.1.2.2.3.3.2.2

Parent Process Name: Decision Process

Description: To make a BLM management decision based on all prepared reports, findings, recommendations, and comments as to the Bureau's decision to consummate or reject an exchange proposal.

Policies/Procedures: None.

Constraints: Title 43 CFR specifies that exchange proposals shall meet policy objectives of FLPMA and shall comply with all applicable Federal statutes, regulations, and executive orders (2200.0-6(a)).

Title 43 CFR specifies that exchanges of interests in lands shall be considered on a case-by-case basis, e.g., lands, minerals, etc., (2200.0-6(b)).

Title 43 CFR specifies that disposal by exchange must be in conformance with land use planning (2200.1(a)).

Title 43 CFR specifies that the public and non-Federal resources to be exchanged shall be in the same State (2200.1(b)).

Title 43 CFR Part 4 entitles Department Hearings and Appeals Procedures.

Section 206 of FLPMA requires that an exchange be in the interest of the public.

Section 206 of FLPMA requires that the values and objectives of the public interests to be disposed of are at least equal to those being acquired by exchange.

Section 206 of FLPMA requires that the monetary value difference between the public and the offered resources may not exceed 25 percent of the monetary value of the public resource.

Section 208 of FLPMA specifies that the secretary shall not make conveyances of public lands where conditions or terms of the conveyance constitute a violation of any law

INPUT/PROCESS/OUTPUT NARRATIVES

or regulation pursuant to state or local land use plans or programs.

Section 210 of ELPMA requires a minimum of 60 days notification to the Governor and local planning and zoning authority before a conveyance of public land may take place.

Input	Process	Output
Request Preliminary NORA Approval Draft Preliminary NORA Casefile	A request to approve and publish a preliminary NORA, in advance of completing the land use and environmental reports, may be received by the BLM Manager from Resource Evaluation. The preliminary NORA is reviewed, approved and forwarded to Resource Evaluation.	Preliminary NORA
	The Case File and any preliminary NORA comments received are returned to Resource Evaluation.	Preliminary NORA Comments Case File
	The date of the Preliminary NORA signing is noted to Case Recordation/ORCA, along with the effective date and type of segregation.	Update Case Recordation/ORCA
Decision Record Draft NORA Case File	The BLM Manager receives the Case File from Resource Evaluation containing all reports and findings pertinent to the exchange with the exception of the appraisal report that may be completed later in the process. These reports may include: - Land Use Analysis - NEPA Compliance - Mineral Report - Appraisal Report - Decision record - Draft NORA	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	If the BLM Manager has any questions concerning the Decision Record Recommendations, a request for additional information may be forwarded to Resource Evaluation.	Request Additional Information
Additional Information	As requested, Resource Evaluation forwards the additional information requested by the BLM Manager. If the Decision Record does not contain an Appraisal Report, the Manager, when necessary, may request an appraisal from Resource Evaluation. Date of Appraisal Report request is noted to Case Recordation/ORCA. The BLM Manager may issue the NORA without the appraisal, if one is needed, and often does. The signed NORA is forwarded to Resource Evaluation.	Request Appraisal Case File Update Case Recordation/ORCA NORA
	The date of the NORA signing is noted in Case Recordation/ORCA.	Update Case Recordation/ORCA
Appraisal Report Case File	As requested, an Appraisal Report is received from Resource Evaluation and incorporated in the Case File. The BLM Manager may request additional information from Resource Evaluation.	Request Additional Information
Additional Information	Resource Evaluation forwards any information in support of a previously prepared appraisal report. The date of the receipt of the Appraisal Report is noted in Case Recordation/ORCA.	Additional Information Update Case Recordation/ORCA

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	The BLM Manager may determine that an Exchange Agreement between the Proponent/Applicant/Consultant, Surface Management Agency (SMA), if applicable, and BLM should be considered. A request to consider an Exchange Agreement is forwarded to the Prepare Exchange Agreement Process (1.1.2.2.3.3.1).	Request to Consider Exchange Agreement Case File
Draft Exchange Agreement Recommendation Against Agreement Recommendation Not to Proceed Case File	As requested, the BLM Manager may be notified that an Exchange Agreement is not necessary, that a draft agreement is provided for approval, or that an agreement could not be reached and a recommendation is made not to proceed with the exchange.	
	The Manager may request additional information from the Prepare Exchange Agreement Process prior to making a management decision.	Request Additional Information
Additional Information	As requested, the Prepare Exchange Agreement Process forwards the information to support a Manager's decision.	
	On the basis of the Decision Record Management Decision, the Appraisal Report, and the Exchange Agreement Recommendations, the Proponent/Applicant/Consultant may be notified of the following:	
	If the Decision Record advises against the proposal and/or the Exchange Agreement cannot be reached and/or the Appraisal Report identifies a great disparity in values, the Proponent/Applicant/Consultant is notified of the Manager's determination not to proceed with the exchange, with	

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	right of protest to the State Director. The date of the Notice of Non-Acceptance is noted in Case Recordation/ORCA.	Notice of Non-Acceptance Update Case Recordation/ORCA
	If the Decision Record is favorable and an appraisal report has been prepared, the Proponent/Applicant/Consultant is requested to concur with the values.	Request Value Concurrence
Value Concurrence	If the Proponent/Applicant/Consultant concurs with the appraisal values, case processing continues.	
Value Non-Acceptance	If the Proponent/Applicant/Consultant does not concur with the appraisal values, the Manager may issue a Notice of Non-Acceptance with right of protest to the State Director.	Notice of Non-Acceptance
	The date of the Notice of Non-Acceptance is noted in Case Recordation/ORCA.	Update Case Recordation/ORCA
	If the Decision Record is favorable, the appraisal values, if applicable, are acceptable, and a draft Exchange Agreement is recommended for signature, the BLM Manager will request the Proponent/Applicant/Consultant sign the Exchange Agreement.	Request Exchange Agreement Signature
Exchange Agreement Signature	The Proponent/Applicant/Consultant returns the signed Exchange Agreement. A copy of the agreement is returned to the Proponent/Applicant/Consultant, as well as a copy to the SMA, if applicable. The date of the exchange agreement signing is noted in Case Recordation/ORCA.	Copy Exchange Agreement Update Case Recordation/ORCA

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	If the Decision Record and/or the Appraisal Report identifies problems that could be resolved by amending the exchange proposal, e.g., adjusting acreage, the BLM Manager may request that the Proponent/Applicant/Consultant submit an amended exchange proposal.	Request Amended Exchange Proposal
Amended Exchange Proposal	As requested, the Proponent/Applicant/Consultant may submit an amended exchange proposal. The amended proposal is forwarded to Resource Evaluation, if a resource evaluation is necessary, or if an amended appraisal is necessary and/or to the Prepare Exchange Agreement Process (1.1.2.2.3.3.2.1) if an amendment to the agreement is necessary. The date of the amended exchange proposal and any legal description changes are noted to Case Recordation/ORCA.	Decision Record Case File Request Appraisal Amendment Case File Request to Consider Exchange Agreement Amendment Case File Update CR/ORCA
Amended Decision Record Amended Draft NORA Case File	The amended Decision Record is forwarded to the Manager from Resource Evaluation. If the amendment is acceptable, an amended Draft NORA may be included. If the Manager concurs, a modification to an earlier NORA may be published. The modification would be forwarded to Resource Evaluation.	
	If the Decision Record finds that the amendment is not acceptable and the Manager concurs, the Proponent/Applicant/Consultant is notified by Notice of Non-Acceptance with right of protest to State Director. Dates of the signed Modification or Notice of Non-Acceptance are noted in Case Recordation/ORCA.	Modification Notice of Non-Acceptance Update CR/ORCA

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Amended Appraisal Report Case File	As requested, the amended Appraisal is received from the Complete/Review Appraisal Process. If the values are in great disparity, the Manager may notify the Proponent/Applicant/Consultant by Notice of Non-Acceptance with right of protest to the State Director. If the values are within acceptable ranges and the Decision Record supports the amendment, the Proponent/Applicant/Consultant is requested to concur. The date of Notice of Non-Acceptance is noted in Case Recordation/ORCA.	Notice of Non-Acceptance Request Value Concurrence Update CR/ORCA
Value Concurrence	If the Proponent/Applicant/Consultant concurs with the values, case processing continues.	
Value Non-Acceptance	If the Proponent/Applicant/Consultant does not concur with the appraisal amendment, the Manager may issue a Notice of Non-Acceptance with right of protest to State Director. The date of the Notice of Non-Acceptance is noted to Case Recordation/ORCA.	Notice of Non-Acceptance Update Case Recordation/ORCA
Draft Amended Exchange Agreement Recommend Not to Proceed Case File	As requested, the Prepare Exchange Agreement Process forwards either draft amended agreement for approval or recommends against the exchange amendment. If the Manager concurs with the recommendation not to proceed with the exchange, the Proponent/Applicant/Consultant is so notified by Notice of Non-Acceptance. The date of the Notice of Non-Acceptance is noted in Case Recordation/ORCA.	Notice of Non-Acceptance Update Case Recordation/ORCA

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	If the Manager concurs with the draft amended Exchange Agreement and the Decision Record and Appraisal Report support the amendment, the Proponent/Applicant/Consultant is requested to sign the agreement.	Request Amended Exchange Agreement Signature
Amended Exchange Agreement Signature	As requested, the Proponent/Applicant/Consultant endorses the amended Exchange Agreement. A copy of the amended Exchange Agreement is returned to the Proponent/Applicant/Consultant, as well as SMA, if applicable. The date of the signing of the amended Exchange Agreement is noted in Case Recordation/ORCA.	Copy Amended Exchange Agreement Update Case Recordation/ORCA
	During the process, the Proponent/Applicant/Consultant has been given an opportunity to submit an amended exchange proposal, concur with appraisal values, and/or respond to a Notice of Non-Acceptance. If the Proponent/Applicant/Consultant does not respond favorably, they have the option of withdrawing the exchange proposal or protesting a Notice of Non-Acceptance to the State Director.	
Request to Withdraw Proposal	If the Proponent/Applicant/Consultant elects to withdraw the proposal, the Manager may respond with an acknowledgement. The case would be closed and forwarded to docket with the date of closure noted in Case Recordation/ORCA.	Acknowledge Withdraw Request Case File Update Case Recordation/ORCA
	If the Proponent/Applicant/Consultant or SMA has provided cost reimbursable funding, a request to refund the funds with an accounting advice is forwarded to Accounting (Financial Management system). The date of the refund request is noted in Case Recordation/ORCA.	Request Refund Cost Reimbursement Funds Accounting Advice Refund Cost Reimbursement Funds Update CR/ORCA

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Accounting Advice Receipt Refund Cost Reimbursement Funds	<p>The accounting advice receipt for the refund of cost reimbursement funds is received through the Establish Case Process and is inserted in the Case File.</p> <p>If a NORA has been issued and the exchange proposal is withdrawn, the BLM Manager may issue a Decision to Vacate the NORA and forward the decision to Resource Evaluation. The date of the Decision to Vacate is noted in Case Recordation/ORCA.</p>	<p>Notice to Vacate</p> <p>Update Case Recordation/ORCA</p>
Protest	<p>If the Proponent/Applicant/Consultant elects to protest a Notice of Non-Acceptance that may involve the following:</p> <ul style="list-style-type: none"> - Decision Record Recommendation, - Great Disparity in Appraisal Value, - Exchange Agreement cannot be reached, <p>the State Director may uphold the protest and notify the Proponent/Applicant/Consultant that the case will continue to be processed.</p> <p>If the State Director supports the Notice of Non-Acceptance, the Proponent/Applicant/Consultant is notified by Decision to Reject with appeal rights to IBLA.</p> <p>The date of the Decision to Reject is noted in Case Recordation/ORCA.</p>	<p>Response to Protest</p> <p>Decision to Reject</p> <p>Update Case Recordation/ORCA</p>
Notice of Appeal	<p>If the Proponent/Applicant/Consultant elects to appeal the State Director's decision to IBLA, a Notice of Appeal is received and the Case File forwarded to IBLA.</p> <p>The date of the Notice of Appeal is noted in Case Recordation/ORCA.</p>	<p>Case File</p> <p>Update Case Recordation/ORCA</p>

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Request Additional Information	<p>Prior to filing an appeal, the Proponent/Applicant/Consultant may request additional information. In response to the request, the Manager may forward the requested information.</p> <p>(Closing of the case, whether by Notice of Non-Acceptance, Decision to Reject, or IBLA decision in favor of the Bureau, would transpire in the same manner as described in the exchange proposal withdrawal process described earlier.)</p>	Additional Information
Comments	<p>As a result of the Publication of a NORA and/or Modification, the Manager may receive comments from:</p> <ul style="list-style-type: none"> - Proponent/Applicant/Consultant, - SMA, - Internal BLM Organizations, - Other Federal Government, - Other Government Agencies, - Private Organizations, - Parties of Interest, - Public. 	
Request Additional Information	<p>The comments may require a response. After responding to the comments, the Manager may be requested to provide additional information. The additional information is gathered and forwarded.</p>	Response to Comments Additional Information
Protests	<p>The following entities may file a protest of the Manager's decision stated in the NORA and/or Modifications:</p> <ul style="list-style-type: none"> - Other Government Agencies, - Private Organizations, - Parties of Interest, - Public. <p>The State Director responds to the protest. If the protest is upheld, the protestor is notified of the action being taken.</p>	Response to Protest

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	The date of the protest and response is noted in Case Recordation/ORCA.	Update Case Recordation/ORCA
	The Manager may request a NORA Protest Review and/or Solicitor prior to making a recommendation to the State Director. The request is forwarded to the Final Land Law Review Process (1.1.2.2.3.3.1.1.2).	Request NORA Protest Review Request NORA Protest Solicitor Opinion Case File
NORA Protest Recommendation NORA Protest Solicitor Opinion Case File	As requested, the Final Land Law Review Process forwards a protest review recommendation and/or Field Solicitor opinion. The recommendation and/or opinion may be used in formulating the State Director's decision.	
	The BLM Manager may request additional information from the Final Land Law Review Process concerning the NORA protest recommendations and/or Solicitor opinion.	Request Additional Information
Additional Information	As requested, the Final Land Law Review Process may forward the additional information to clarify any earlier evaluation or solicitor's opinion of a NORA protest.	
	Where the State Director upholds the protest, the Manager may modify the NORA or issue a Notice to Vacate the NORA (to Resource Evaluation).	Modification Notice to Vacate
	If the decision is to modify the NORA, the Proponent/Applicant/Consultant is notified by Decision to Modify Proposal with right to appeal to IBLA.	Decision to Modify Proposal

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	<p>If the decision is to vacate the NORA or terminate the case, the Proponent/Applicant/Consultant is notified by Decision to Reject with right to appeal to IBLA.</p> <p>The dates of the Modification Notice to Vacate and decision to the Proponent/Applicant/Consultant are noted in Case Recordation/ORCA.</p>	<p>Decision to Reject</p> <p>Update Case Recordation/ORCA</p>
Notice to Appeal	<p>If the Proponent/Applicant/Consultant elects to appeal the State Director decision(s), a notice of appeal is received and the Case File forwarded to Appeal (IBLA).</p> <p>The date of Notice of Appeal is noted in Case Recordation/ORCA.</p> <p>(Where an exchange has been terminated as a result of NORA protest, the case would be closed out and any refund made according to the procedure noted in the withdraw proposal process discussed earlier.)</p> <p>If the State Director does not uphold a Protest to a NORA and/or Modification Decision, a Decision to Reject is forwarded to the protestor:</p> <ul style="list-style-type: none"> - Other Government Agencies, - Private Organizations, - Parties of Interest, - Public. <p>The decision provides a right of appeal to IBLA. The date of the Decision to Reject is noted in Case Recordation/ORCA.</p>	<p>Update Case Recordation/ORCA</p> <p>Decision to Reject</p> <p>Update Case Recordation/ORCA</p>

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
Notice of Appeal	<p>The protestor may exercise the right to appeal to IBLA and a Notice of Appeal is received. The Case File is forwarded to Appeal (IBA) and the date of appeal noted in Case Recordation/ORCA.</p> <p>When the decision to consummate the exchange has been made and a NORA and/or Modification issued without adverse results, a request is prepared to review the case and, if all is found proper, a conveyance document issued, including an opening order, if applicable. The request is forwarded with the Case File to the Final Land Law Review Process (1.1.2.2.3.3.1.1.2).</p>	<p>Case File Update Case Recordation/ORCA</p> <p>Request Final Review Request Issue Conveyance Request Issue Opening Order Case File</p>
Final Review Recommendation Request Resource Evaluation Amendment Request to Consider Exchange Agreement Amendment Case File Request Additional Information	<p>As requested, the Final Land Law Review Process reviews the Case File for compliance with the law and regulations governing the exchange authority. If all is proper, the Manager may receive an acknowledgment.</p> <p>If problems are found that involve an amendment to the exchange proposal, the Manager may be requested to consider evaluating resources that may be amended, and, in turn, amend an Exchange Agreement, if applicable. A request for additional information may also be received. A response is prepared and forwarded to the Final Land Law Review Process.</p>	<p>Additional Information</p>

INPUT/PROCESS/OUTPUT NARRATIVES

Input	Process	Output
	(Any necessary amendments to the Resource Evaluation and/or Prepare Exchange Agreement Process would be processed according to the procedures noted for such amendments earlier.)	
Congressional Inquiry	The BLM Manager may receive a Congressional Inquiry involving an exchange proposal. Requests for responses may be forwarded to Resource Evaluation and/or Final Land Law Review Processes.	Request Response to Congressional Inquiry
Response to Congressional Inquiry	As requested, Congressional Inquiry responses may be received from Resource Evaluation and/or the Final Land Law Review Process and formulated in an Official Response. The date of the Official Response to a Congressional Inquiry is noted to Case Recordation/ORCA.	Official Response Update Case Recordation/ORCA
Request Publication Payment	As a result of the publication of the NORA, Modification, and/or Notice to Vacate in the Federal Register and Local Publications, the Manager is billed for publication costs. A requisition order is prepared (Form 1510-18) and the bill paid through procurement funds.	Publication Payment
	The date of, and amount of payment are noted in Case Recordation/ORCA.	Update Case Recordation/ORCA

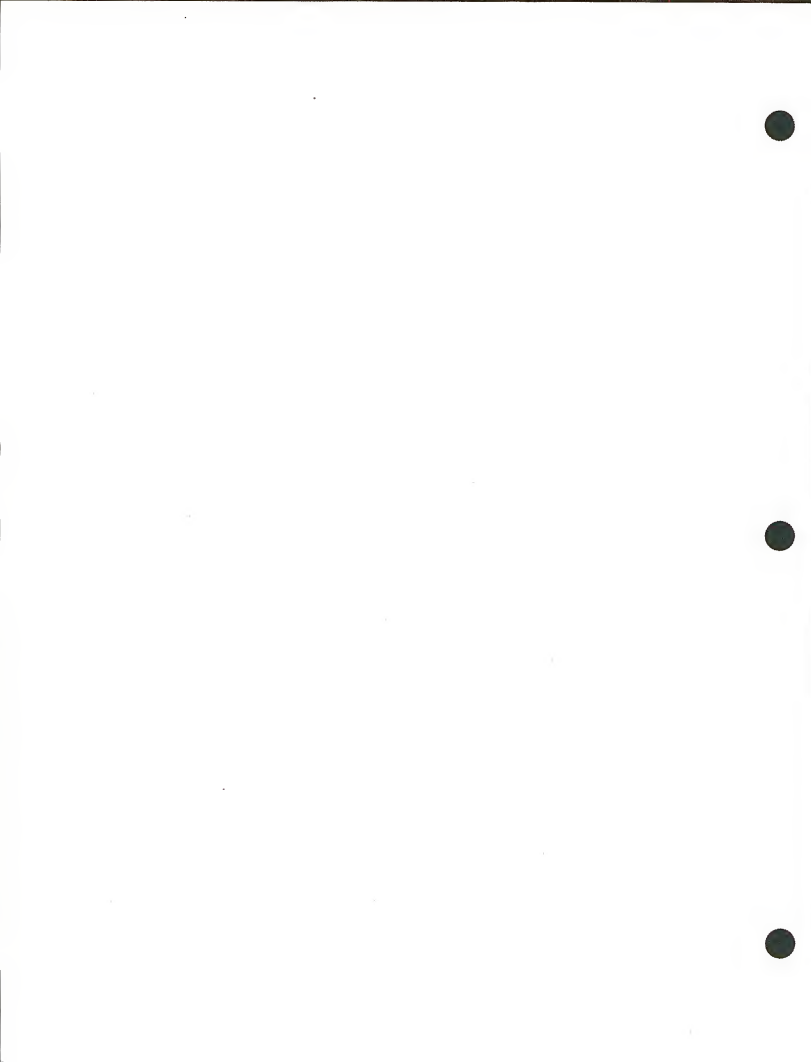
CHAPTER 5

DATA DICTIONARY AND CROSS REFERENCE LIST

The data dictionary lists all data flows defined on the DFDs in alphabetic order by name. The information included for each entry in the dictionary includes:

1. data name;
2. mnemonic or abbreviation, as necessary;
3. description of uses and characteristics;
4. data type (i.e. set, record, data aggregate, element);
5. security considerations for both retrieval and update; and
6. definition (used primarily for composite data).

The cross reference list at the end of the chapter lists those data dictionary entries that have mnemonics or abbreviations with their actual name. This list may be used to quickly find a data flow in the dictionary when it is referenced on the DFD only by its mnemonic.



Data Name	Account Number
Abbreviation	Account Number
Description	An account number assigned for charge back purposes when a Federal agency as the SMA or Proponent/Applicant/Consultant has deposited money in an account for BLM case processing purposes.
Data Type	Element
Ability to View	None
Ability to Update	BLM Use, EMS Use
Definition	\$Account number + (\$serial number + \$agency)

Data Name	Accounting Advice Equalization Payment Earned
Abbreviation	Act Ad Eq Pay Ern
Description	An Accounting Advice (Form), noting the amount and serial numbers of the case, is forwarded to EMS to acknowledge that the equalization payment has been earned.
Data Type	Element
Ability to View	None
Ability to Update	BLM Use, EMS Use
Definition	\$Accounting Advice + \$amount + \$serial number

Data Name	Accounting Advice Receipt Additional Cost Reimbursement Fund
Abbreviation	Act Ad Rt Ad Ct Re f
Description	Accounting Advice Receipt is received from FMS through Establish Code (cashier) and added to Casefile, Receipt is also forwarded to the Proponent/Applicant/Consultant or SMA.
Data Type	Element
Ability to View	None
Ability to Update	BLM Use, FMS Use
Definition	\$accounting Advice Receipt

Data Name	Accounting Advice Receipt Cash Equalization Payment
Abbreviation	Act Ad Rt Cash Eq Py
Description	Accounting Advice Receipt is received from FMS through Establish Case (cashier) and added to casefile. Receipt is also forwarded to the Proponent/Applicant/Consultant.
Data Type	Element
Ability to View	None
Ability to Update	BLM Use, FMS Use
Definition	\$Accounting Advice Receipt

Data Name	Accounting Advice Receipt Equalization Payment Earned
Abbreviation	Act Ad Rct Eq Pay Er
Description	Accounting Advice Receipt verifying equalization payment earned, with serial number and amount.
Data Type	Element
Ability to View	None
Ability to Update	BLM Use, FMS Use
Definition	\$Accounting Advice Receipt

Data Name	Accounting Advice Receipt Improvement Reimbursement Deposit
Abbreviation	Act Ad Rt Imp Re Dep
Description	Accounting Advice Receipt is received from FMS through Establish Case (cashier) and added to casefile. Receipt is also forwarded to the Proponent/Applicant/Consultant.
Data Type	Element
Ability to View	None
Ability to Update	BLM Use, FMS Use
Definition	*Accounting Advice Receipt

Data Name	Accounting Advice Receipt Refund Cash Equalization Payment
Abbreviation	Act Ad Rt Rd Ca Eq P
Description	Accounting Advice Receipt is received from FMS through Establish Case (cashier) and added to casefile.
Data Type	Element
Ability to View	None
Ability to Update	BLM Use, FMS Use
Definition	\$Accounting Advice Receipt

Data Name	Accounting Advice Receipt Refund Cost Reimbursement Funds
Abbreviation	Act Ad Rt Rt Rd Ct R
Description	Accounting Advice Receipt is received from FMS through Establish Case (cashier) and added to casefile.
Data Type	Element
Ability to View	None
Ability to Update	BLM Use, FMS Use
Definition	\$Accounting Advice Receipt

Data Name	Accounting Advice Receipt Refund Reimbursement Deposit
Abbreviation	Act Ad Rt Rd Re Dep
Description	Accounting Advice Receipt is received from FMS through Establish Case (cashier) and added to casefile.
Data Type	Element
Ability to View	None
Ability to Update	BLM Use, FMS Use
Definition	\$Accounting Advice Receipt

Data Name	Accounting Advice Receipt Refund Tax Deposit
Abbreviation	Act Ad Rt Rd Tax Dep
Description	Accounting Advice Receipt is received from FMS through Establish Case (cashier) and added to casefile.
Data Type	Element
Ability to View	None
Ability to Update	BLM Use, FMS Use
Definition	\$Accounting Advice Receipt

Data Name	Accounting Advice Receipt Tax Deposit
Abbreviation	Adc Ad Rt Tax Dep
Description	Accounting Advice Receipt is received from FMS through Establish Case (cashier) and added to casefile. Receipt is also forwarded to the Proponent/Applicant/Consultant.
Data Type	Element
Ability to View	None
Ability to Update	BLM Use, FMS Use
Definition	\$Accounting Advice Receipt

Data Name	Accounting Advice Refund Cost Reimbursement Funds
Abbreviation	Act Ad Rd Ct Re Fds
Description	Accounting Advice specifies Proponent/Applicant/Consultant, address, and amount to be refunded.
Data Type	Element
Ability to View	None
Ability to Update	BLM Use, EMS Use
Definition	\$serial number + \$name and address + \$amount + (\$accounting advice)

Data Name	Accounting Advice Refund Improvements Reimbursement Deposit
Abbreviation	Act Ad Rd Imp Rb Dep
Description	Accounting advice specifies Proponent/Applicant/Consultant, address to be refunded.
Data Type	Element
Ability to View	None
Ability to Update	BLM Use, FMS Use
Definition	\$serial number + \$name and address + \$amount + (\$Accounting Advice)

Data Name	Accounting Advice Refund Tax Deposit
Abbreviation	Act Ad Tax Dep
Description	Accounting advice specifies Proponent/Applicant/Consultant, address and amount to be returned.
Data Type	Element
Ability to View	None
Ability to Update	BLM Use, EMS Use
Definition	\$serial number + \$name and address + \$amount + (\$Accounting Advice)

Data Name	Accounting Advice Returned Cash Equalization Payment
Abbreviation	Act Ad Rd Cash Eq Py
Description	Accounting advice specifies Proponent/Applicant/Consultant, and amount to be returned.
Data Type	Element
Ability to View	None
Ability to Update	BLM Use, FMS Use
Definition	\$serial number + \$name and address + \$amount + (\$account advice)

Data Name	Acknowledge Minerals to US
Abbreviation	Ack Min US
Description	The Proponent/Applicant/Consultant returns a signed document acknowledging the reservation of US Minerals on the land and/or mineral estate obtained from the US in exchange.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use, Public Information
Definition	\$serial number + \$name + \$legal description + \$Mineral estate

Data Name	Acknowledge Withdraw Request
Abbreviation	Ack With Req
Description	A letter memorandum acknowledging the Proponent/Applicant/Consultant request to withdraw an Exchange Proposal.
Data Type	Record
Ability to View	None
Ability to Update	BLM use, Public Information
Definition	%serial number + %name and address

Data Name	Additional Cost Reimbursement Funds
Abbreviation	Addl Ct Re Fds
Description	The Proponent/Applicant/Consultant or SMA may submit additional cost reimbursement funds for BLM case processing to the cashier.
Data Type	Element
Ability to View	None
Ability to Update	BLM Use, FMS Use
Definition	\$serial number + \$name + \$amount

Data Name	Additional Information
Abbreviation	Addl Info
Description	Information is obtained from all entities, within and external to the case processes, with an exchange as additional information requested and provided.
Data Type	Data Flow
Ability to View	None
Ability to Update	ELM use
Definition	\$Information

Data Name	Adjud to Accounting
Abbreviation	
Description	DED aggregate interface from Adjud to Accounting.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Prelim to FMS + Final to FMS + Accounting Advice + Equal Payment Earned

Data Name	Adjud to Establish
Abbreviation	
Description	DED aggregate interface from Adjud to Establish.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	
Definition	Post to Establish + Final to Establish

Data Name	Advising Agencies
Abbreviation	
Description	DED aggregate entity from Advising Agencies.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Parties of Interest + Private Organizations + Other Government Agencies

Data Name	Amend Land Use Plan
Abbreviation	Amd LUP
Description	Amendments to Land Use Plans may be done as the result of hte completion of Land Use Analysis, EA or ES.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use, Public Information
Definition	\$Amend Land Use Plan

Data Name	Amended Appraisal Report
Abbreviation	Amd Appraisal Rpt
Description	The amended report contains the similar information described for Appraisal Report
Data Type	Record
Ability to View	None
Ability to Update	BLM use
Definition	\$serial numbers + (\$amended legal description + \$amended rights appraised + \$amended date of appraisal + \$amended value conclusion + \$certification)

Data Name	Amended Categorical Exclusion
Abbreviation	Amd Cat Excl
Description	Amended Categorical Exclusion analyzes amended Exchange Proposal and documents that an environmental assessment required.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	\$Amended Categorical Exclusion

Data Name	Amended Decision Record
Abbreviation	Amd Decision Record
Description	Amended Decision Record consolidates all amended documents collected to evaluate an amended Exchange Proposal, including Land Use Analysis, NEPA Compliance, Mineral Report, and Appraisal Report. Amended Decision Record provides recommendations for management review and approval.
Data Type	Set
Ability to View	None
Ability to Update	BLM use, Public Information
Definition	\$Amended Land Use Analysis + \$Amended NEPA Compliance + \$Amended Mineral Report + \$Amended Appraisal Report

Data Name	Amended Deed of Conveyance
Abbreviation	Amd Deed Convey
Description	The amended Deed of Conveyance is submitted by a State agency, as the Proponent/Applicant/Consultant, to amend or correct on original document.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use, Public Information
Definition	\$serial number + \$name + \$legal description + \$terms and conditions + \$encumbrances

Data Name	Amended Draft NORA
Abbreviation	
Description	Amended Draft NORA lists amended lands and/or interests therein to be traded, the name of the Proponent/Applicant/Consultant, as well as a public comment period.
Data Type	Record
Ability to View	None
Ability to Update	BLM use
Definition	\$serial number + \$name + (\$amended legal description + \$amended terms and conditions) + \$public comment period

Data Name	Amended Draft Warranty Deed
Abbreviation	Amd Draft W D
Description	Amended draft Warrenty Deed submitted by the Proponent/Applicant/Consultant confirms ownership and location.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	\$Amended Draft Warrenty Deed

Data Name	Amended Environmental Assessment
Abbreviation	Amd EA
Description	Amended Environmental Assessment Report analyzing amended Exchange proposal - see Environmental Assessment Report.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	\$Amended Environmental Assessment Report

Data Name	Amended Environmental Assessment Review
Abbreviation	Amd EA Review
Description	Amended EA Review is an amended EA from the Proponent/Applicant/Consultant reviewed and approved by BLM.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use, Public Information
Definition	\$Amended EA Review

Data Name	Amended Exchange Agreement Concurrence
Abbreviation	Amd Ex Agr Concur
Description	The Proponent/Applicant/Consultant submits notification of this concurrence with the Exchange Agreement amendment
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM use, SMA use
Definition	\$Concurrence

Data Name	Amended Exchange Agreement Recommendation
Abbreviation	Amd Ex Recomm
Description	Internal BLM Memorandum includes any final land law recommendation for incorporation in the Exchange Agreement amendment.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM use
Definition	\$Recommendations

Data Name	Amended Exchange Agreement Signature
Abbreviation	Amd Ex Agr Sign
Description	The Proponent/Applicant/Consultant signs and returns the Amended Exchange Agreement.
Data Type	Element
Ability to View	None
Ability to Update	BLM use, SMA use, Public Information
Definition	\$name + (\$Funding Agreement + \$Task Agreement + \$Equalization of Values)

Data Name	Amended Exchange Agreement Soloicitor
Abbreviation	And Ex Agr Sol Op
Description	Memorandum from Field Solicitor analyzing thelegality of an Exchange Agreement Amendment.
Data Type	Record
Ability to View	None
Ability to Update	BLM use, Field Solicitor Use
Definition	\$serial number + (\$Opinion)

Data Name	Amended Exchange Proposal
Abbreviation	Am Ex Prop
Description	A written or typed document requesting an amendment to an Exchange Proposal. May specify a change in legal description or quantity of resources being exchanged or correct an error noted in the Exchange Proposal. Submitted by Proponent/Applicant/Consultant.
Data Type	Record
Ability to View	None
Ability to Update	BLM use, Public Information
Definition	\$serial number + \$name and address + (\$legal description + \$resource quantity + \$corrections)

Data Name	Amended Final Environmental Statement
Abbreviation	Amd Final E T
Description	Amended Final ES concludes evaluation of amended exchange proposal.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use, Public Information
Definition	\$Amended Final ES

Data Name	Amended Final Environmental Statement Review
Abbreviation	Amd Final ES Rev
Description	Amended Final Environmental Statement Review is a report prepared by the Proponent/Applicant/Consultant or SMA and reviewed and approved by BLM.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use, Public Information
Definition	\$Amended Final ES Review

Data Name	Amended Funding Proposal Concurrence
Abbreviation	Amd Fund Prop Concur
Description	The Proponent/Applicant/Consultant and/or SMA submits a letter concurring with the amended Funding Proposal arrangement.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Amended Funding Proposal Concurrence

Data Name	Amended Funding Proposal Recommendations
Abbreviation	Amd Fund Prop Recom
Description	The Proponent/Applicant/Consultant and/or SMA submits a letter providing amended funding proposal recommendations.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Amended Funding Proposal Recommendations

Data Name	Amended Land Use Analysis
Abbreviation	Amd LUA
Description	The amended Land Use Analysis Report evaluates a change to the exchange proposal. See Land Use Analysis.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	\$Amended Land Use Analysis Report

Data Name	Amended May Be In Public Interest
Abbreviation	Am In Public Int
Description	Amended may in public interest is recommendation to management that the amended proposal may be acceptable.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Amended may be in public interest

Data Name	Amended Mineral Report
Abbreviation	Amd Min Rpt
Description	Amended Mineral Report - see Mineral Report.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	*Amended Mineral Report

Data Name	Amended Not In Public Interest
Abbreviation	Amd Not In Pub Int
Description	Amended Not In Public Interest is a recommendation to management that the amended proposal does not meet the public benefit criteria.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Amended Not In Public Interest

Data Name	Amended Preliminary Agreement to Proceed
Abbreviation	Amd Prelim Agr Procd
Description	Amended Preliminary Agreement to Proceed defines Proponent/Applicant/Consultant and/or SMA funding and/or task responsibilities that may be incorporated in the Exchange Agreement.
Data Type	Record
Ability to View	None
Ability to Update	BLM use, SMA, use, Public Information
Definition	\$Amended Preliminary Agreement to Proceed

Data Name	Amended Preliminary Exchange Proposal
Abbreviation	Amd Prel Ex Prop
Description	The Proponent/Applicant/Consultant submits an amended preliminary exchange proposal, an unserialized action.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	*Amended Preliminary Exchange Proposal

Data Name	Amended Preliminary Resource Analysis Findings
Abbreviation	Amd Prel Res Anl End
Description	The amended preliminary resource analysis findings recommendation may be used to help develop the amended Funding or task proposal, and include the resource analysis of the amended offered and/or selected.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	Amended Preliminary Resource Analysis Findings

Data Name	Amended Preliminary Title Report
Abbreviation	Amd Prel Title Rpt
Description	Proponent/Applicant/Consultant amended preliminary title report providing insurance confirmation and identifying encumbrances.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	\$Amended Preliminary Title Report

Data Name	Amended Preliminary Values
Abbreviation	Amd Prelim Values
Description	Amended Preliminary Values are submitted in memorandum format indicating location and values of the offered and selected.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	\$Amended Preliminary Values + \$legal description

Data Name	Amended Selected Not Available
Abbreviation	Amd Sel Not Avail
Description	Amended Selected not available is a recommendation to management that the amendment is not acceptable.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	#Amended Selected Not Available

Data Name	Amended Task Share Concurrence
Abbreviation	Amd Task Sh Concur
Description	The Proponent/Applicant/Consultant and/or SMA submits a letter documenting their concurrence with the amended task share proposal.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Amended Task Share Concurrence

Data Name	Amended Task Share Recommendations
Abbreviation	Amd Task Share Recom
Description	The Proponent/Applicant/Consultant and/or SMA submit a letter providing their recommendations concerning the amended task share arrangement.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	#Amended Task Share Recommendations

Data Name	Amended Title Policy Insurance
Abbreviation	Amd Title Pol Ins
Description	The Proponent/Applicant/Consultant submits, through an approved title company, an amended Title Policy Insurance to amend or correct an original submission.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use, Public Information
Definition	\$serial number + \$name and address + \$Legal description + \$encumbrances + \$Insured amount

Data Name	Amended Warranty Deed
Abbreviation	Amd WD
Description	The Proponent/Applicant/Consultant submits an amended and County recorded Warranty Deed to replace an original submission.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use, Public Information
Definition	\$serial number + \$name and address + \$legal description + \$terms and conditions + \$encumbrances + (\$act authority of exchange)

Data Name	Analysis to PAC
Abbreviation	
Description	DED aggregate interface from Analysis to PAC.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Req Add'l Info + Req Add'l Amended Exchange Proposal Info + Req Add'l Exchange Proposal Info

Data Name	Analysis to Prelim Res Agencies
Abbreviation	
Description	DED aggregate interface from Analysis to Prelim Res Agencies.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Req Offered Res Info + Req Prelim Select Res Info + Req Prelim Amend Select Res Info

Data Name	Analysis to SMA
Abbreviation	
Description	DED aggregate interface from Analysis to SMA.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Req Prelim Select SMA Info + Req Prelim Amend Select SMA Info

Data Name	Appraisal Information
Abbreviation	Appraisal Info
Description	Appraisal information may be received from Federal and state agencies, as well as the Proponent/Applicant/Consultant or SMA, and private organizations and adjacent land owners and used to prepare an appraisal report.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Appraisal Information

Data Name	Appraisal Report
Abbreviation	Appraisal Rpt
Description	The appraisal report describes the lands and/or interest in lands being valued, with estimates of value for the offered and selected. The report may include legal description, highest and best use, rights being valued, date of appraisal, and certification.
Data Type	Record
Ability to View	None
Ability to Update	BLM use
Definition	\$serial number + (\$market Approach \$Cost Approach \$Income Approach + \$Legal description + \$highest and best use + \$rights appraised + \$Date of Appraisal + \$Value Conclusion + \$certification

Data Name	Articles of Incorporation
Abbreviation	Articles Inco
Description	The Proponent/Applicant/Consultant, if a business, or corporation, submits Articles of Incorporation verifying the status to do business in the State.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	\$Articles of Incorporation

Data Name	Availability of Preliminary Amended Selected
Abbreviation	Avail Prel Amd Sel
Description	The availability of the preliminary amended selected public resources is noted in a document and forwarded to the manager.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Availability of Preliminary Amended Selected

Data Name	Availability of Preliminary Selected
Abbreviation	Avail Prelim Sel
Description	The availability of the preliminary selected public resource is noted in a document and forwarded the manager.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Availability of Preliminary Selected

Data Name	Business Certification
Abbreviation	Bus Cert
Description	The State may forward a letter advising BLM of the Proponent/Applicant/Consultant's business certification or a coy of a current certification.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use, Public Information
Definition	\$name and address + (%certificate)

Data Name	Cash Equalization Payment
Abbreviation	Cash Equal Pay
Description	The Proponent/Applicant/Consultant submits a cash equalization payment to the cashier to equalize the exchange values.
Data Type	Element
Ability to View	None
Ability to Update	BLM Use, FMS Use
Definition	\$serial number + \$name + \$amount

Data Name	Categorical Exclusion
Abbreviation	Cat Excl
Description	Categorical Exclusion documentation of an exchange proposal. No environmental assessment required.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	*Categorical Exclusion

Data Name	Certificate of Possession
Abbreviation	Cert Poss
Description	The Proponent/Applicant/Consultant returns the completed and signed Certificate of Possession from certifying ownership and non-occupancy on the offered estate.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	\$serial number + \$name + \$legal description acres + (\$form certification)

Data Name	Certification of Non-Encumbrance
Abbreviation	Cert Non-Encum
Description	A State agency submits a Certificate of non-encumbrance advising BLM of the availability of the offered resources and any encumbrances.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use, Public Information
Definition	\$certificate of non-encumbrance

Data Name	Citizenship Verification
Abbreviation	Citizen Verif
Description	The Proponent/Applicant/Consultant provides proof of citizenship with a signed statement or copy of birth certificate.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	\$verified statement copy of Birth Certificate

Data Name	Comments
Abbreviation	
Description	Comments are generally sought when reviews are requested or publications are made.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM use
Definition	\$Comments

Data Name	Conduct to Prepare
Abbreviation	
Description	DED aggregate interface from Conduct to Prepare.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Req to Issue Conveyance + Req to Issue Opening Order + Casefile

Data Name	Consider Exchange Proposal Amendment
Abbreviation	Cn Ex Prop Amd
Description	Consider Exchange Proposal Amendment is a recommendation to the manager that with an amendment, the proposal may have merit.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	*Consider Exchange Proposal Amendment

Data Name	Convey Agencies
Abbreviation	
Description	DED aggregate entity from Convey Agencies.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	SMA + Internal BLM Organization + Other Federal Government

Data Name	Convey to Convey Agencies
Abbreviation	
Description	DED aggregate interface from Convey to Convey Agencies.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Opening Order + Delayed Opening Order + Copy of Conveyance

Data Name	Conveyance Document
Abbreviation	Conveyance Document
Description	Conveyance Document to patentee may either be a patent or Quit Claim Deed with the location, resources, and terms and conditions included.
Data Type	Record
Ability to View	None
Ability to Update	BLM use, Public Information
Definition	\$Patent ! Quit Claim Deed + (\$Legaldescription + \$resources + \$terms and conditions)

Data Name	Copy Amended Exchange Agreement
Abbreviation	Copy Amd Ex Agr
Description	A copy of the executed Amended Exchange Agreement is sent to the Proponent/Applicant/Consultant and the SMA, if applicable.
Data Type	Record
Ability to View	None
Ability to Update	
Definition	\$serial number + \$name and address

Data Name	Copy Exchange Agreement
Abbreviation	copy Ex Agr
Description	A copy of the executed Exchange Agreement is sent to the Proponent/Applicant/Consultant and the SMA, if applicable.
Data Type	Record
Ability to View	None
Ability to Update	
Definition	\$serial number + \$name and address

Data Name	Copy of Conveyance
Abbreviation	Copy of Conveyance
Description	Refer to Notice of Conveyance for description of content.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use, Public Information
Definition	*Copy of Conveyance

Data Name	Copy of Deed(s)
Abbreviation	Copy of Deeds
Description	Copies of Deeds specifies the owner, terms and conditions, and type of use, e.g. right-of-way, easement, etc., that are to be documented by establishing a casefile.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	\$copy of deeds

Data Name	Copy of Modification
Abbreviation	Copy of Modification
Description	Copy of Modification is distributed to all interested parties and is published. Refer to Modification for description of contents.
Data Type	Record
Ability to View	None
Ability to Update	BLM use, Public Information
Definition	\$Copy of Modification

Data Name	Copy of NORA
Abbreviation	Copy of NORA
Description	Copy of NORA is distributed to all interested parties and is published. Refer to NORA for description of contents.
Data Type	Record
Ability to View	None
Ability to Update	BLM use, Public Information
Definition	\$Copy of NORA

Data Name	Copy of Opening Order
Abbreviation	Copy Opening Order
Description	Refer to Opening Order for content description.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use, Public Information
Definition	*Copy of Opening Order

Data Name	Copy of Preliminary NORA
Abbreviation	Copy Prelim NORA
Description	Copy of Preliminary NORA is distributed to all interested parties and is published. Refer to Preliminary NORA for content description.
Data Type	Record
Ability to View	None
Ability to Update	ELM use, Public Information
Definition	\$Copy Preliminary NORA

Data Name	Cost Reimbursement Funds
Abbreviation	Ct Re Fds
Description	The Proponent/Applicant/Consultant submits cost reimbursement funds to the cashier for case processing charge back purposes.
Data Type	Element
Ability to View	None
Ability to Update	BLM Use, FMS Use
Definition	\$serial number + \$name + \$amount

Data Name	Decision Record
Abbreviation	Decision Record
Description	Decision Record consolidates all documentation collected to evaluate an Exchange Proposal, including Land Use Analysis, NEPA Compliance, Mineral Report, and Appraisal Report. Decision Record provides recommendations for management review and approval.
Data Type	Set
Ability to View	None
Ability to Update	BLM use, Public Information
Definition	\$Land Use Analysis + \$NEPA Compliance + \$Mineral Report + \$Appraisal Report

Data Name	Decision Record Recommendation
Abbreviation	Dec Rec Recomm
Description	An internal BLM memorandum may specify recommendations from a Land Law review of the Decision Record.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$serial number + (\$recommendations)

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Decision to Accept Title to Baselands
Abbreviation	Dec Accept Titl Base
Description	A decision is issued to the
	Proponent/Applicant/Consultant (PAC)
	acknowledging the US acceptance of the offered.
Data Type	Record
Ability to View	All
Ability to Update	BLM
Definition	\$serial number + \$name and address + \$legal description +terms and conditions

Data Name	Decision to Determination
Abbreviation	
Description	DED aggregate interface from Decision to Determination.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Req Preliminary Resource Analysis + Preliminary Exchange Proposal + Casefile + Req Prelim Amended Resource Analysis + Amended Prelim Exchange Proposal + Request Additional Information

Data Name	Decision to Establish
Abbreviation	
Description	DED aggregate interface from Decision to Establish.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Request Serial Number + Preliminary Exchange Proposal + Amended Preliminary Exchange Proposal + Preliminary Agreement to Proceed + Amended Preliminary Agreement to Proceed

Data Name	Decision to Exchange
Abbreviation	
Description	DED aggregate interface from Decision to Exchange.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Preliminary Agreement to Proceed + Amended Preliminary Agreement to Proceed

Data Name	Decision to Funding
Abbreviation	
Description	DED aggregate interface from Decision to Funding.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Request Funding Analysis + Preliminary Exchange Proposal + Casefile + Preliminary Resource Analysis Findings + Request Amended Funding Analysis + Amended Preliminary Exchange Proposal + Amended Prelim Resource Analysis Findings + Req Additional Information

Data Name	Decision to Modify Proposal
Abbreviation	Dec Mod Prop
Description	The State Director issues a decision to the Proponent/Applicant/Consultant modifying the Exchange Proposal.
Data Type	Record
Ability to View	None
Ability to Update	BLM use, Public Information
Definition	\$serial number + \$name and address + (\$legal description + \$resources)

Data Name	Decision to PAC
Abbreviation	
Description	DEF aggregate interface from Decision to PAC.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Req Amend Prelim Exch Proposal + Req Amend Exch Proposal + Req Endorsement of Prelim Agree to Proceed + Notice of Acceptance + Notice of Non-Acceptance + Prelim Agree to Proceed + Decision to Reject + Response to Protest + Req Endsmnt Amend Prelim Agree Proceed + Acknowledge Withdraw Request + Amended Prelim Agree to Proceed + Add'l Info

Data Name	Decision to Prelim
Abbreviation	
Description	DED aggregate interface from Decision to Prelim.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Request Verification of Qualifications + Request Solicitor Protest Opinion + Req to Establish Cost Reimb Account + Casefile

Data Name	Decision to Recordation
Abbreviation	
Description	DED aggregate interface from Decision to Recordation.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Update Case Recordation/DRCA

Data Name	Decision to Reject
Abbreviation	Dec to Reject
Description	The State Director issues the final decision of the Bureau to any non-Federal entity who has pursued a protest of an Exchange Proposal management decision.
Data Type	Record
Ability to View	None
Ability to Update	BLM use, Public Information
Definition	\$serial number + \$name and address + (\$NORA + \$Resource Values + \$Appraisal Values + \$Funding + \$Tasks + \$Title Opinion + \$Exchange Agreement)

Data Name	Decision to Resource
Abbreviation	
Description	DED aggregate interface from Decision to Resource.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Request Prelim Values + Request Amended Prelim Values + Prelim Exchange Proposal + Amended Prelim Exchange Proposal + Prelim Resource Analysis Findings + Amend Prelim Resource Analysis Findings + Add'l Info + Casefile + Request for Reports

Data Name	Decision to SMA
Abbreviation	
Description	DED aggregate interface from Decision to SMA.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Req Endsmnt of Prelim Agreement to Proceed + Req Endsmnt of Amended Prelim Agree to Proceed + Additional Information

Data Name	Decision to Task
Abbreviation	
Description	DED aggregate interface from Decision to Task.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Request Task Share Analysis + Preliminary Exchange Proposal + Casefile (Serialized Proposal) + Preliminary Res Analysis Findings + Req Amended Task Share Analysis + Amended Prelim Exch Proposal + Casefile (Amended Serialized Proposal) + Amended Prelim Res Analysis Findings + Req Add'l Task Share Info + Req Add'l Amend Task Share Info

Data Name	Deed of Conveyance
Abbreviation	Deed Convey
Description	A Deed of Conveyance is submitted by a state agency, as the Proponent/Applicant/Consultant, identifying the location of the offered and any terms and conditions of encumbrances.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use, Public Information
Definition	\$serial number + \$name and address + \$legal description + \$terms and conditions + \$encumbrances

Data Name	Determination to Decision
Abbreviation	
Description	DED aggregate interface from Determination to Decision.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Selected Not Available + May Be In Public Interest + Not in Public Interest + Consider Exch Proposal Amendment + Amended Selected Not Available + Amend May be in Public Interest + Amend Not in Public Interest + Casefile + Additional Information

Data Name	Determination to Offered
Abbreviation	
Description	DED aggregate interface from Determination to Offered.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Req Prelim Analysis Offered Resource + Copy of Preliminary Exch Proposal + Copy Serialized Exch Proposal + Req Prelim Analysis of Amend Off Res + Copy Amended Prelim Exch Proposal + Copy Amended Serialized Exch Proposal + Request Additional Information

Data Name	Determination to Public
Abbreviation	
Description	DED aggregate interface from Determination to Public.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Prelim Resource Value of Offered + Prelim Resource Value of Amended Offered + Additional Information

Data Name	Determination to Selected
Abbreviation	
Description	DED aggregate interface from Determination to Selected.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Req Prelim Analysis of Selected Resource + Copy of Prelim Exchange Proposal + Copy Serialized Exchange Proposal + Req Prelim Analysis of Amended + Copy Amended Prelim Exchange Proposal + Copy Amended Serialized Exchange Proposal + Req Add'l Prelim Selected Resource Info + Req Add'l Prelim Amended Selected Res Info

Data Name	Draft Amended Exchange Agreement
Abbreviation	Draft Amd Ex Agr
Description	Draft Amended Exchange Agreement prepared as presented for Draft Exchange Agreement.
Data Type	Record
Ability to View	None
Ability to Update	BLM use
Definition	\$serial number + (\$Amended Funding \$Amended Tasks Amended Escrow Amended Equalization Payment)

Data Name	Draft Exchange Agreement
Abbreviation	Draft Ex Agr
Description	Draft Exchange Agreement with assistance from the Proponent/Applicant/Consultant and/or SMA, including tasks and assignments, e.g. funding, tasks, cash equalization, and escrow arrangements.
Data Type	Record
Ability to View	None
Ability to Update	BLM use
Definition	\$serial number + (\$Funding + \$Tasks + \$Escrow + \$Equalization Payment)

Data Name	Draft NORA
Abbreviation	Draft NORA
Description	Draft NORA lists the lands and/or interests therein to be traded, the name of the Proponent/Applicant/Consultant, and any terms and conditions, as well as a public period.
Data Type	Record
Ability to View	None
Ability to Update	BLM use
Definition	\$serial number + \$legal description + \$terms and conditions + \$public comment period + \$name + \$segregation

Data Name	Draft Preliminary NORA
Abbreviation	Draft Prelim NORA
Description	Preliminary Draft NORA provides early segregation of the selected Federal resources. See Draft NORA for content.
Data Type	Record
Ability to View	None
Ability to Update	BLM use
Definition	\$serial number + \$name + \$Legal description + \$terms and conditions + \$public comment + \$segregation

Data Name	Draft Warranty Deed
Abbreviation	Draft W D
Description	Draft Warrenty Deed from Proponent/Applicant/Consultant documents ownership and deed format.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	\$Draft Warrenty Deed

Data Name	Draft Warranty Deed Opinion
Abbreviation	Draft WD Op
Description	The Field Solicitor forwards an opinion as to the format of the draft Warranty Deed.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use, Field Solicitor Use
Definition	\$serial number + (\$opinion)

Data Name	Endorsement of Amended Preliminary Agreement to Proceed
Abbreviation	End Amd Prel Agr Pro
Description	The Proponent/Applicant/Consultant and/or SMA return the endorsed/accepted amended Preliminary Agreement to Proceed.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	\$Endorsed Amended Preliminary Agreement to Proceed

Data Name	Endorsement of Preliminary Agreement to Proceed
Abbreviation	End Prel Agr Proceed
Description	The Proponent/Applicant/Consultant and/or SMA return the endorsed/accepted Preliminary Agreement to Proceed.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	\$Endorsed Preliminary Agreement to Proceed

Data Name	Environmental Assessment
Abbreviation	EA
Description	The Environmental Assessment report includes an analysis of the Exchange Proposal with a finding of No Significant Action.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	\$Environmental Assessment Report

Data Name	Environmental Assessment Review
Abbreviation	EA Review
Description	Environmental Assessment Review is a review and acceptance of an Environmental Assessment prepared by the Proponent/Applicant/Consultant or SMA.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use, Public Information
Definition	4Environmental Assessment Review

Data Name	Equalization Payment Earned
Abbreviation	Equal Pay Earned
Description	Equalization Payment Earned is updated to the FMS (Financial Management System) after the conveyance document has been issued and an equalization payment had been collected.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use, FMS Use
Definition	\$Equalization Payment Earned + \$amount + \$serial number

Data Name	Establish New Land Use Plan
Abbreviation	Est New LUP
Description	A new Land Use Plan may be developed from a completed Land Use Analysis with EA or ES completion.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use, Public Information
Definition	\$Establish New Land Use Plan

Data Name	Establish to Adjud
Abbreviation	
Description	DED aggregate interface from Establish to Adjud.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Establish to Prelim + Establish to Final + Accounting Advice Report + Adjud to Establish

Data Name	Establish to Decision
Abbreviation	
Description	FED aggregate interface from Establish to Decision.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Casefile

Data Name	Establish to Docket
Abbreviation	
Description	DED aggregate interface from Establish to Docket.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Serialized R/W Casefile(s)

Data Name	Establish to EMS
Abbreviation	
Description	DED aggregate interface from Establish to EMS.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Cost Reimb Funds+Cash Equal Pmt+Tax Dep+Impvmts Reimb Dep+ Add'l Cost Reimb Funds+Acctg Advice Cost Reimb Funds+Acctg Advice Cash equal Pmt+Acctg Advice Tax Dep+Acctg Advice Impvmt Reimb Funds+Acctg Advice Add'l Cost Reimb Funds+Req Refund Cost Reimb Funds+Req Refund TaxDep+Acctg Advice Refund TaxDep+Req Refund Impvmts Reimb Dep+Acctg Advice Ref

Data Name	Establish to Final
Abbreviation	
Description	DED aggregate interface from Establish to Final.
Data Type	Aggregate
Ability to View	
Ability to Update	N/A
Definition	Acctg Advice Rcpt Add'l Cost Reimb Funds + Acctg Advice Rcpt Tax Deposit + Acctg Advice Rcpt Cash Equal Pmt + Acctg Advice Rcpt Impvmt Reimb Deposit + Acctg Advice Rcpt Refund Cost Reimb Funds + Acctg Advice Rcpt Refund Tax Deposit + Acctg Advice Rcpt Refund Cash Equal Pay + Acctg Advice Rcpt Refund Reimb Deposit

Data Name	Establish to Issue
Abbreviation	
Description	DFD aggregate interface from Establish to Issue.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Accounting Advice Receipt

Data Name	Establish to PAC
Abbreviation	
Description	DED aggregate interface from Establish to PAC.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Acctg Advice Rcpt Cost Reimb Funds + Acctg Advice Rcpt Add'l Cost Reimb Funds + Acctg Advice Rcpt Cash Equal Payment + Acctg Advice Receipt Tax Deposit + Acctg Advice Rcpt Improve Reimb Deposit

Data Name	Establish to Prelim
Abbreviation	
Description	DFD aggregate interface from Establish to Prelim.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Accounting Advice + Project Number + Account Number

Data Name	Establish to Recordation
Abbreviation	
Description	DED aggregate interface from Establish to Recordation.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Update Case Recordation/ORCA

Data Name	Exchange Agreement Amendment Recommendation
Abbreviation	Ex Agr Amd Recomm
Description	The Proponent/Applicant/Consultant submits Exchange Agreement amendment recommendations for preparation of the amended agreement.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM use, SMA use
Definition	\$Recommendations

Data Name	Exchange Agreement Concurrence
Abbreviation	Ex Agr Concur
Description	The Proponent/Applicant/Consultant notification of their concurrence with the draft Exchange Agreement
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM use, SMA use
Definition	\$Concurrence

Data Name	Exchange Agreement Recommendation
Abbreviation	Ex Agr Recomm
Description	The Proponent/Applicant/Consultant recommendations for preparation of the agreement
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM use, SMA use
Definition	\$Recommendations

Data Name	Exchange Agreement Signature
Abbreviation	Ex Agr Sign
Description	The Proponent/Applicant/Consultant signs and returns the Exchange Agreement.
Data Type	Element
Ability to View	None
Ability to Update	BLM use, SMA use, Public Information
Definition	\$name + (\$Funding Agreement + \$Task Agreement + \$Equalization of Values)

Data Name	Exchange Agreement Solicitor Opinion
Abbreviation	Ex Agr Sol Opn
Description	Memorandum from Field Solicitor analyzing the legality of an Exchange Agreement.
Data Type	Record
Ability to View	None
Ability to Update	ELM use, Field Solicitor use
Definition	%serial number + (%Opinion)

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Exchange Proposal
Abbreviation	Exch Prop
Description	<p>A written proposal is submitted to the District with jurisdiction over the offered and/or selected resources. Some State offices may accept proposals on behalf of the District Manager. In Alaska, the exchange proposal could be a directive from Congress mandating a particular exchange, from the State for land consolidation purposes, Native Corporation for land consolidation or administrative purposes, a Bureau motion based on ANCSA or ANILCA or for administrative purposes, Department of Defense for military lands, or Forest Service for consolidation.</p>
Data Type	Record
Ability to View	None
Ability to Update	BLM Use, Public Information, Records
Definition	<p>\$name and address + \$legal description + \$resources being offered + (\$legal authority)</p>

Data Name	Exchange to Final
Abbreviation	
Description	DEF aggregate interface from Exchange to Final.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Request Amend Exchange Agreement Review + Request Amend Exchange Agreement Solicitor Opinion + Request Additional Information + Casefile

Data Name	Exchange to Mgt
Abbreviation	
Description	DFD aggregate interface from Exchange to Mgt.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Draft Exchange Agreement + Recommend Against Agreement + Recommend Not to Proceed + Draft Amended Exchange Agreement + Additional Information + Casefile

Data Name	Exchange to PAC
Abbreviation	
Description	DED aggregate interface from Exchange to PAC.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Req Negotiate Exchange Agreement + Req Negotiate Exch Agree Amend + Req Exch Agree Concur + Req Amend Exch Agree Concur + Req Add'l Info

Data Name	Exchange to Prelim
Abbreviation	
Description	DED aggregate interface from Exchange to Prelim.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Request Exchange Agreement Review + Request Exchange Agreement Sol Opinion + Request Additional Information + Casefile

Data Name	Exchange to Preliminary
Abbreviation	
Description	DEF aggregate interface from Exchange to Preliminary.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Request Exchange Agreement Review + Request Exchange Agreement Sol Opinion + Request Additional Information + Casefile

Data Name	FMS to Establish
Abbreviation	
Description	DED aggregate interface from FMS to Establish.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Project No + Account No + Acctg Advice Rcpt Cost Reimb Funds + Acctg Rcpt Cash Equal Pmt + Acctg Advice Rcpt Tax Deposit + Acctg Advice Rcpt Impvmt Reimb Deposit+Acctg Advice Rcpt Add'l Cost Reimb Funds+Acctg Advice Rcpt Refund Cost Reimb Funds+Acctg Advice Rcpt Refund Cash Equal Pmt+Acctg Advice Rcpt Refund Tax Deposit+Acctg Advice Rcpt Refund Impvmt Reim

Data Name	Field Inspection Tour Concurrence
Abbreviation	Field Ins Tour Con
Description	The Proponent/Applicant/Consultant may respond in writing or verbal of intent to assist with field inspection.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Concurrence to assist with field tour

Data Name	Field Inspection Tour Non-Compliance
Abbreviation	Eld Ins Tour Non Com
Description	The Proponent/Applicant/Consultant may respond in writing or verbally of decision not to assist with field inspection.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Field Inspection Tour Non-Concurrence

Data Name	Final Environmental Statement
Abbreviation	Final ES
Description	Final Environmental Statement includes evaluation and recommendation of exchange action.
Data Type	Recprd
Ability to View	None
Ability to Update	ELM Use, Public Information
Definition	\$Final Environmental Statement

Data Name	Final Environmental Statement Review
Abbreviation	Rinal ES Review
Description	Final Environmental Statement Review is a report prepared by the Proponent/Applicant/Consultant or SMA and reviewed and approved by BLM>
Data Type	Record
Ability to View	None
Ability to Update	BLM Use, Public Information
Definition	\$Final Environmental Statement Review

Data Name	Final Review Recommendation
Abbreviation	Final Review Recomm
Description	Internal BLM Memorandum advising BLM Manager of completeness of exchange case and compliance with applicable laws and regulations.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM use
Definition	\$serial number + (\$final review recommendations)

Data Name	Final Title Opinion
Abbreviation	Final Title Op
Description	The Field Solicitor may issue an opinion following a review of a Final Title document.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use, Field Solicitor Use
Definition	\$serial number + (\$review/opinion)

Data Name	Final to Establish
Abbreviation	
Description	DEF aggregate interface from Final to Establish.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Request Refund Cost Reimb Funds + Acctg Advice Refund Cost Reimb Funds + Request Refund Cash Equal Pmt + Acctg Advice Refund Cash Equal Pmt + Request Refund Tax Deposit + Acctg Advice Refund Tax Deposit + Request Refund Impvmts Reimb Deposit + Acctg Advice Refund Impvmts Reimb Deposit

Data Name	Final to Exchange
Abbreviation	
Description	DED aggregate interface from Final to Exchange.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Amend Exchange Agreement Recommendation + Amend Exchange Agreement Solicitor Opinion + Additional Information + Casefile

Data Name	Final to EMS
Abbreviation	
Description	DED aggregate interface from Final to EMA.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Req Refund Reimbursement Funds + Acctg Advice Refund Cost Reimbursement Funds + Req Refund Tax Deposit + Acctg Advice Refund Tax Deposit + Req Refund Imprvmts Reimbursement Deposit + Acctg Advice Ref Imprvmts Reimb Deposit + Req Refund Case Equal Payment + Acctg Advice Refund Cash Equal Payment

Data Name	Final to Mgt
Abbreviation	
Description	DED aggregate interface from Final to Mgt.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Request to Consider Exchange Agreement Amend + NORA Protest Recommendation + NORA Protest Sol Opinion + Req Resource Eval Amendment + Final Review Recommendation + Response to Congressional Inquiry + Additional Information + Request Additional Information + Casefile

Data Name	Final to PAC
Abbreviation	
Description	DED aggregate interface from Final to PAC.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Req Addl Cost Reimb Funds+Req Equal Pmt+Req Tax Dep+Req Warranty Deed+Req Policy Title Ins+Req Impvmt Reimb Dep+Req Deed of Conveyance+Decision to Accept Title to Base+Req Amend WD+Req Amend Title Policy Ins+Req Amend Deed of Convey +Decision to Reject+Notice of Non-Acceptance+Req Cert of Possession+Req Acknowledge Minerals to US+Issue QCD+Req Addl

Data Name	Final to Prepare
Abbreviation	
Description	DED aggregate interface from Final to Prepare.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Request Issue Conveyance + Request Issue Opening Order + Casefile

Data Name	Final to SMA
Abbreviation	
Description	DED aggregate interface from Final to SMA.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Request Additional Reimbursement Funds + Funding Justification

Data Name	Final to Solicitor
Abbreviation	
Description	DED aggregate interface from Final to Solicitor.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Request Final Title Opinion + Request NDRA Protest Solicitor Opinion + Request Amended Exchange Agreement Solicitor Opinion + Request Additional Information + Additional Information + Casefile

Data Name	Funding Amendment Not Required
Abbreviation	Fund Amd Not Requir
Description	A funding amendment not required recommendation to management concludes that the Bureau will fund the amendment.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Funding Amendment Not Required

Data Name	Funding Justification
Abbreviation	Fund Just
Description	A letter memorandum is forwarded to the Proponent/Applicant/Consultant providing justification for the request to submit additional cost reimbursement funds.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use, Public Information, SMA Use
Definition	\$serial number + \$name and address + \$amount + (\$justification)

Data Name	Funding Not Required
Abbreviation	Fund Not Required
Description	A funding not required recommendation to management concludes that the Bureau will fund case processing costs.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Funding Not Required

Data Name	Funding Proposal Concurrence
Abbreviation	Fund Prop Concur
Description	A letter is received from the Proponent/Applicant/Consultant and/or SMA indicating concurrence with the funding proposal arrangements.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Funding Proposal Concurrence

Data Name	Funding Proposal Recommendations
Abbreviation	Fund Prop Recomm
Description	The Proposal/Applicant/Consultant and/or SMA may submit written recommendations proposing funding arrangements that would reimburse BLM for case processing of the exchange.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Funding Proposal Recommendations

Data Name	Funding to Decision
Abbreviation	
Description	DED aggregate interface from Funding to Decision.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Funding Not Required + Recommend Funding Proposal + Recommend Not to Proceed + Additional Information + Casefile + Funding Amendment Not Required + Recommend Amendment Funding Proposal + Recommend Not to Proceed w/Amendment

Data Name	Funding to PAC/SMA
Abbreviation	
Description	DED aggregate interface from Funding to PAC/SMA.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Request to Negotiate Funding Proposal + Request Funding Proposal Concurrence + Additional Information + Req to Negotiate Amended Funding Proposal + Req Amended Funding Proposal Concurrence

Data Name	Gov't to Mgt
Abbreviation	
Description	DED aggregate interface from Gov't to Mgt.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Comments + Request Additional Information

Data Name	Government
Abbreviation	
Description	DED aggregate entity from Government.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Internal BLM Organization + Other Federal Government + Congress + Other Government Agency + Convey Agencies

Data Name	Government to Processing
Abbreviation	
Description	DED aggregate interface from Government to Processing.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Intern to Prelim + Gov't to Mgt + Congressional Inquiry + Business Cert

Data Name	Grazing Reduction/Increase
Abbreviation	Graz Red/Inc
Description	RHMS or GABS, automated grazing billing system, is updated with the grazing billing increase or decrease, if lands being transferred include grazing rights and are within a grazing district.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	$\$Grazing\ Increase + (\$Billing\ Amount + \$AUMs) \mid \$Grazing\ Decrease + (\$Billing\ Reduction + \$AUMs)$

Data Name	Improvement Reimbursement Deposit
Abbreviation	Impr Re Dep
Description	The Proponent/Applicant/Consultant submits an improvements reimbursement deposit to the cashier where third party improvements exist on the Federal land or estate and require compensation.
Data Type	Element
Ability to View	None
Ability to Update	BLM Use, FMS Use
Definition	\$Serial number + \$name + \$amount

Data Name	Intern to Prelim
Abbreviation	
Description	DED aggregate interface from Intern to Prelim.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Request Additional Funding + Additional Information

Data Name	Issue Quit Claim Deed
Abbreviation	Issue QCD
Description	Quit Claim Deed contains Proponent/Applicant/Consultant name and address, and the location of the resources being conveyed back to the owner of record.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use, Public Information
Definition	\$serial + \$name and address + \$legal description

Data Name	Issue to Fedpub
Abbreviation	
Description	DED aggregate interface from Issue to Fedpub.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Notice of Conveyance + Opening Order + Publication Payment

Data Name	Land Use Analysis
Abbreviation	LUA
Description	The Land Use Analysis Report includes the socio-economic and land use evaluations of the exchange proposal.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	\$Land Use Analysis Report

Data Name	Land Use Analysis Recommendation
Abbreviation	LLA Recomm
Description	The Land Law Review of the Land Case Analysis may include a memo with specific recommendations for changes in the Land Use Analysis.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$serial number + (\$recommendations)

Data Name	Land Use Restriction Information
Abbreviation	LU Restrict Info
Description	Land Use Restriction Information may be received from Federa, State or Land agencies and may limit use of the Federal Land considered for exchange.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Land Use Restriction Information

Data Name	Letter Advising of Conveyance
Abbreviation	Letter Adv Convey
Description	Letter is primarily for notification to Governor of the State, includes location, resources, and name of Patentee.
Data Type	Record
Ability to View	None
Ability to Update	ELM Use, Public Information
Definition	\$Letter of Conveyance + (\$Legal description + \$resources + \$name)

Data Name	May Be In Public Interest
Abbreviation	In Public Interest
Description	May Be In Public Interest is a recommendation to management that hte proposal may be acceptable.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	*May Be In Public Interest

Data Name	Mgt to Accounting
Abbreviation	
Description	DED aggregate interface from Mgt to Accounting.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Request Refund Cost Reimbursement Funds + Acctg Advice Refund Cost Reimbursement Funds

Data Name	Mgt to Exchange
Abbreviation	
Description	DED aggregate interface from Mgt to Exchange.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Request to Consider Exchange Agreement + Request to Consider Exchange Agreement Amendment + Request Additional Information + Casefile

Data Name	Mgt to Final
Abbreviation	
Description	DEF aggregate interface from Mgt to Final.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Request NORA Protest Review + Request NORA Protest Sol Opinion + Request Issue Conveyance + Request Issue Opening Order + Request Final Review + Request Response to Congressional Inquiry + Request Additional Information + Additional Information + Casefile

Data Name	Mgt to Gov't
Abbreviation	
Description	DFD aggregate interface from Mgt to Gov't.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Response to Comments + Additional Information

Data Name	Mgt to NORA
Abbreviation	
Description	DED aggregare interface from Mgt to NORA.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Preliminary NORA + NORA + Modification + Notice to Vacate

Data Name	Mgt to Others
Abbreviation	
Description	DED aggregate interface from Mgt to Others.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Response to Comments + Decision to Reject + Response to Protests + Additional Information

Data Name	Mgt to PAC
Abbreviation	
Description	DED aggregate interface from Mgt to PAC.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Request Exch Proposal Amend + Notice of Non-Acceptance + Decision to Reject + Req Exch Agreement Signature + Req Amend Exch Agreement Signature + Copy Exch Agreement + Copy Amended Exchange Agreement + Req Value Concurrence + Add'l Info + Response to Protest + Response to Comments + Acknowledge Withdraw Request + Decision to Modify Proposal

Data Name	Mgt to Resource
Abbreviation	
Description	DED aggregate interface from Mgt to Resource.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Request Amended Decision Record + Req Response to Congressional Inquiry + Request Additional Information + Casefile + Request Appraisal + Request Appraisal Amendment + Preliminary NORA Comments

Data Name	Mgt to SMA
Abbreviation	
Description	DED aggregate interface from Mgt to SMA.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Response to Comments + Additional Information + Copy Exchange Agreement + Copy Amended Exchange Agreement

Data Name	Mineral Information
Abbreviation	Mineral Info
Description	Mineral Information may be obtained from governmental or private organization entities or the Proponent/Applicant/Consultant and/or SMA and developed in the Mineral Report.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM use
Definition	\$Mineral Information

Data Name	Mineral Report
Abbreviation	Min Report
Description	A Mineral Report is prepared analysing the offeed and/or selected where minerals are involved or impacts to Federal mineral estate.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	\$Mineral Report

Data Name	Modification
Abbreviation	Modification
Description	The Modification is published advising the public of the Bureau's decision to modify an earlier published NORA.
Data Type	Record
Ability to View	None
Ability to Update	BLM use, Public Information
Definition	\$serial number + \$name + (\$modification legal description resources)

Data Name	NORA
Abbreviation	NORA
Description	NORA is the managers published disposal suitability determination via exchange, including specific information supported by completed reports and recommendations.
Data Type	Record
Ability to View	None
Ability to Update	BLM use, Public Information
Definition	\$serial number + \$name + (\$legal description + \$resources + \$terms and conditions + \$segregation + \$public comment period appraised values)

Data Name	NORA Protest Recomm
Abbreviation	NORA Protest Recomm
Description	Internal BLM memorandum advising BLM managers of legal basis for NORA protest.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$serial number + (\$recommendation)

Data Name	NORA Protest Sol Opinion
Abbreviation	NORA Protest Sol Op
Description	Memorandum from Field Solicitor analyzing a NORA protest with recommendations to assist the BLM manager in responding.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use, Field Solicitor
Definition	\$Serial number + (\$protest opinion)

Data Name	Negot to PAC
Abbreviation	
Description	DED aggregate interface from Negot to PAC.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Decision to PAC + Analysis to PAC + Task to PAC/SMA + Funding to PAC/SMA

Data Name	Negot to SMA
Abbreviation	
Description	DED aggregate interface from Negot to SMA.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Decision to SMA + Analysis to SMA + Task to PAC/SMA + Funding to PAC/SMA

Data Name	Not in Public Interest
Abbreviation	Not in Public Intere
Description	Not In Public Interrest is a recommendation to management that the exchange proposal does not appear to meet the public benefit criteria.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Not In Public Interest

Data Name	Notice of Acceptance
Abbreviation	Notice Accept
Description	The Proponent/Applicant/Consultant is notified by letter memorandum of the serial number and the Bureau's acceptance of the exchange proposal.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use, Public Information
Definition	\$serial numbe + \$name and address + (\$notice of acceptance)

Data Name	Notice of Appeal
Abbreviation	Notice of Appeal
Description	A copy of a Notice of Appeal is forwarded to the BLM Authorized Officer from any non-Federal entity responding to a State Directors decision to reject a protest.
Data Type	Record
Ability to View	None
Ability to Update	BLM use, Public Information
Definition	\$Notice of Appeal + \$serial number + \$name and address + \$reasons for appeal + (\$NORA Decision + \$Resource Analysis Decision + \$Appraisal Decision + \$Funding Decision + \$Task Decision + \$Title Opinion + \$Exchange Agreement Decision)

Data Name	Notice of Conveyance
Abbreviation	Notice of Conveyance
Description	Notice of Conveyance including the name of the patentee and location of exchanged resource(s) is forwarded for publication.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use, Public Information
Definition	\$Notice of Conveyance + \$name + \$Legal description

Data Name	Notice of Cost Reimbursement Funds
Abbreviation	Not Cost Reim Funds
Description	An internal BLM notice is distributed to all BLM profession involved in processing of the exchange advising them of the availability of cost reimbursement funding, includes project or account number.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Derinition	\$notice + [\$serial number + \$name + \$amount available]

Data Name	Notice of Non-Acceptance
Abbreviation	Notice Non-Accept
Description	The field manager issues the Proponent/Applicant/Consultant a letter decision advising the Proponent/Applicant/Consultant as to the reasons why the Exchange Proposal will not be considered providing the right of protest to the State Director.
Data Type	Record
Ability to View	None
Ability to Update	BLM use, Public Information
Definition	\$serial number + \$name and address ! \$ name and address + (\$resource values + \$Appraisal values + \$Funding + \$Tasks + \$Title Opinion + \$Exchange Agreement)

Data Name	Notice of Proposal
Abbreviation	Notice of Proposal
Description	Notice of Proposal may be published in a local newspaper for public comment and notification. Includes location and Proponent/Applicant/Consultant name.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use, Public Information
Definition	\$Notice of Proposal + (\$legal description + \$name + \$resources)

Data Name	Notice of Public Meeting
Abbreviation	Notice Public Meet
Description	Notice of Public Meeting may be published in a local newspaper to obtain public comments for land use, EA or ES evaluation.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use, Public Information
Definition	\$Notice of Public Meeting

Data Name	Notice of Transfer
Abbreviation	Notice of Transfer
Description	Notice advises all use holders, e.g. right-of-way holders, oil and gas lessees, etc., of their rights on the lands or estates transferred out of Federal ownership as a result of an exchange.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use, Public Information
Definition	\$Notice ! Rental to Patentee

Data Name	Notice to Vacate
Abbreviation	Notice to Vacate
Description	The Notice to Vacate is published to notify the public of the Bureau's decision to void a previous NDRA, including volume and page of the NDRA publication in the Federal Register.
Data Type	Record
Ability to View	None
Ability to Update	BLM use, Public Information
Definition	\$serial number + \$Federal Register Vol. and Pg No. + \$Decision to Vacate

Data Name	Offered Resource Information
Abbreviation	Off Res Info
Description	Offered resource information may be received in letter format from governmental agencies or private organizations and may be used to determine the preliminary value of the offered resources or obtained from BLM planning documents (Land Use Plans).
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Offered Resource Information

Data Name	Offered to Determination
Abbreviation	
Description	DED aggregate interface from Offered to Determination.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Prelim Resource Value of Offered + Prelim Res Value of Amended Offered + Add'l Information

Data Name	Opening Order
Abbreviation	Opening Order
Description	Opening Order, including location, resources, and date and time of opening is published and sent to federal governmental entities.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use, Public Information
Definition	\$Opening Order + (\$Legal description + \$date and time + \$resources)

Data Name	Other Agencies
Abbreviation	
Description	DED aggregate entity from Other Agencies.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Other Government Agencies + Parties of Interest + Private Organizations + Public

Data Name	Others to Mgt
Abbreviation	
Description	IFD aggregate interface from Others to Mgt.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Comments + Protests + Request Additional Information + Notice of Appeal

Data Name	PAC to Analysis
Abbreviation	
Description	DED aggregate interface from PAC to Analysis.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Add'l Info + Add'l Amended Exchange Proposal Info + Add'l Exchange Proposal Info

Data Name	PAC to Decision
Abbreviation	
Description	DED aggregate interface from PAC to Decision.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Preliminary Exchange Proposal + Amended Prelim Exch Proposal + Amended Exchange Proposal + Endorsement of Prelim Agree to Proceed + Protest + Req to Renegotiate Funding Proposal + Req to Renegotiate Task Share Proposal + Endsmnt of Amend Prelim Agree to Proceed + Req to Withdraw Proposal + Request Add'l Info + Notice of Appeal

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	PAC to Establish
Abbreviation	
Description	DED aggregate interface from
	Proponent/Applicant/Consultant (PAC) to
	Establish.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Exchange Proposal + Preliminary Agreement to Proceed + Cost Reimbursement Funds + Cash Equalization Payment + Tax Deposit + Improvement Reimbursement Deposit

Data Name	PAC to Exchange
Abbreviation	
Description	DED aggregate interface from PAC to Exchange.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Exch Agreement Recommendation + Exchange Agreement Amendment Recommendation + Exch Agreement Concur + Amend Exch Agreement Concur + Additional Information

Data Name	PAC to Final
Abbreviation	
Description	DED aggregate interface from PAC to Final.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Warranty Deed + Policy Title Insurance + Deed of Conveyance + Amended W.D. + Amended Title Policy Insurance + Amended Deed of Conveyance + Protest + Notice of Appeal + Certificate of Possession + Acknowledge Min to US + Request Funding Justification + Request Add'l Info + Add'l Info + Request to Withdraw Proposal

Data Name	PAC to Mgt
Abbreviation	
Description	DED aggregate interface from PAC to Mgt.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Amended Exchange Proposal + Protest + Notice of Appeal + Exchange Agreement Signature + Amend Exchange Agreement Signature + Value Concurrence + Value Non-Acceptance + Request Additional Information + Comments + Request to Withdraw Proposal

Data Name	PAC to Negot
Abbreviation	
Description	DED aggregate interface from PAC to Negot.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	PAC to Decision + PAC to Analysis + PAC/SMA to Task + PAC/SMA to Funding

Data Name	PAC to Preliminary
Abbreviation	
Description	DEF aggregate interface from PAC to Preliminary.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Funds + Additional Funds + Request funding Justification + Citizenship Verification + Articles of Incorporation + Certificate of Non-Encumbrance + Amended Exchange Proposal + Additional Information + Protest + Request Additional Information + Request Withdraw Proposal + Notice of Appeal

Data Name	PAC to Processing
Abbreviation	
Description	DED aggregate interface from PAC to Processing.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	PAC to Prelim + PAC to Final + PAC to Exchange + PAC to Mgt

Data Name	PAC to Selected
Abbreviation	
Description	DED aggregate interface from PAC to Selected.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Add'l Amended Exchange Prop Info + Add'l Exchange Prop Info

Data Name	PAC/SMA to Funding
Abbreviation	
Description	DED aggregate interface from PAC/SMA to Funding.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Funding Proposal Recommendation + Funding Proposal Concurrence + Request Additional Information + Amended Funding Proposal Recommendation + Amended Funding Proposal Concurrence

Data Name	PAC/SMA to Task
Abbreviation	
Description	DED aggregate interface from PAC/SMA to Task.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Task Share Proposal Recommendations + Task Share Concurrence + Req Additional Task Share Info + Amended Task Share Proposal Recomm's + Amended Task Share Concurrence + Req Add'l Amendment Task Share Info

Data Name	Participation Concurrence
Abbreviation	Part Concur
Description	The SMA submits notification of participation with recommendations to assist in the preparation of an Exchange Agreement.
Data Type	Record
Ability to View	None
Ability to Update	BLM use, SMA use
Definition	\$SMA Participation/Recommendation

Data Name	Pat to Post
Abbreviation	
Description	DED aggregate interface from Pat to Post.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Proof of Tax Payment + Proof of Improvement Payment

Data Name	Policy Title Insurance
Abbreviation	Pol Title Ins
Description	The Proponent/Applicant/Consultant, through an approval title company, Title Policy dated on or near the same date as the recorded Warranty Deed, describing the offerd and issuance policy in the amount of the value of the offered.
Data Type	Record
Ability to View	None
Ability to Update	ELM Use, Public Information
Definition	\$serial number + \$name and address + \$legal description + \$encumbrances + \$insured amount

Data Name	Post to Establish
Abbreviation	
Description	DED aggregate interface from Post to Establish.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Request Refund Cost Reimb Funds + Acctg Advice Refund Cost Reimb Funds + Request Refund Tax Deposit + Acctg Advice Refund Tax Deposit + Request Refund Impvmts Reimb Deposit + Acctg Advice Refund Impvmts Reimb Deposit + Req Serial Nos for Reconveyed Existing Use + Copy of Deed(s) + Casefile

Data Name	Post to Pat
Abbreviation	
Description	DED aggregate interface from Post to Pat.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Request Proof of Tax Payment + Request Proof of Improvement Payment

Data Name	Prelim Res Agencies
Abbreviation	
Description	DED aggregate entity from Prelim Res Agencies.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Private Organizations + Other Federal Government + Internal BLM Organization + Other Government Agencies

Data Name	Prelim Res Agencies to Analysis
Abbreviation	
Description	DED aggregate interface from Prelim Res Agencies to Analysis.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Offered Res Info + Prelim Select Res Info + Prelim Amend Select Res Info

Data Name	Prelim Res Agencies to Selected
Abbreviation	
Description	DED aggregate interface from Prelim Res Agencies to Selected.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Prelim Select Res Info + Prelim Amend Select Res Info

Data Name	Prelim to Decision
Abbreviation	
Description	DED aggregate interface from Prelim to Decision.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Verification of Qualifications + Solicitor Protest Opinion + Request Preliminary Analysis + Casefile

Data Name	Prelim to Exchange
Abbreviation	
Description	DEF aggregate interface from Prelim to Exchange.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Exchange Agreement Recommendation + Exchange Agreement Solicitor Opinion + Additional Information + Casefile

Data Name	Prelim to Intern
Abbreviation	
Description	DED aggregate interface from Prelim to Intern.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Notice of Cost Reimbursement Funds + Project Number + Account Number + Request Additional Information

Data Name	Preliminary Agreement to Proceed
Abbreviation	Prelim Agr Proceed
Description	Preliminary Agreement to Proceed defines Proponent/Applicant/Consultant and/or SMA funding and/or task responsibilities that may be incorporated in an Exchange Agreement.
Data Type	Record
Ability to View	None
Ability to Update	BLM use, SMA, use, Public Information
Definition	\$Preliminary Agreement to Proceed

Data Name	Preliminary Exchange Proposal
Abbreviation	Prelim Exch Prop
Description	The Proponent/Applicant/Consultant submits a written preliminary exchange proposal to the District Manager for evaluation.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	\$name and address \$legal description + \$offered resources

Data Name	Preliminary NORA
Abbreviation	Prelim NORA
Description	Preliminary NORA is managers approved notice to public of the BLM's suitability determination involving a disposal by exchange with specific information included. This document is published in advance of the completion of reports to provide early segregation.
Data Type	Record
Ability to View	None
Ability to Update	BLM use, Public Information
Definition	\$serial number + \$name + (\$legal description + \$resources + \$terms and conditions + \$segregation + \$public comment period)

Data Name	Preliminary NORA Comments
Abbreviation	Prelim NORA Comments
Description	Letter providing comments to a BLM exchange action described in the Preliminary NORA.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM use, Public Information
Definition	\$Comments

Data Name	Preliminary Resource Analysis Findings
Abbreviation	Prel Res Anal Find
Description	The Preliminary Resource Analysis findings recommendation may be used to help develop the funding or task proposals, and includes the resource analysis of the offered and selected.
Data Type	Data Flow
Ability to View	None
Ability to Update	ELM Use
Definition	*Preliminary Resource Analysis Findings

Data Name	Preliminary Resource Value of Amended Selected
Abbreviation	Prel Res Val Am Sel
Description	Preliminary Resource Value of amended selected public resource is used by the manager for offered value comparison purposes.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	\$Preliminary Resource Value of Amended Selected

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Preliminary Resource Value of Amended Offered
Abbreviation	Pre Res al Amd Off
Description	Preliminary Resource Value of Amended Offered is used by the manager for selected value comparison purposes.
Data Type	Record
Ability to View	All
Ability to Update	BLM
Definition	\$Preliminary Resource Value of Amended Offered

Data Name	Preliminary Resource Value of Offered
Abbreviation	Prelim Res Valu Off
Description	Preliminary Resource Value of Offered is a document that provides the manager with a basis for comparison with the value of the selected resources.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	\$Preliminary Resource Value of Offered

Data Name	Preliminary Resource Value of Selected
Abbreviation	Prelim Res Val Sel
Description	Preliminary Resource Value of selected is a document that provides the manager with a basis for comparison with the value of the offered resources.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	\$Preliminary Resource Value of Selected

Data Name	Preliminary Title Opinion
Abbreviation	Prelim Title Op
Description	The Field Solicitor forwards an opinion upon reviewing the Preliminary Title Report noting any necessary negotiations or any incurable defects.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use, Field Solicitor Use
Definition	\$serial number + (\$opinion)

Data Name	Preliminary Title Report
Abbreviation	Prelim Title Rpt
Description	Proponent/Applicant/Consultant provides a preliminary title report showing insurance commitment and encumbrances.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	\$Preliminary Title Report

Data Name	Preliminary Values
Abbreviation	Prelim Values
Description	Preliminary Values are submitted in memorandum format indicating location and approximate, 'ball park estimates' of offered and selected.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	\$Preliminary Values \$Preliminary Values + \$serial number + \$Legal description

Data Name	Preliminary to Exchange
Abbreviation	
Description	DED aggregate interface from Preliminary to Exchange.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Exchange Agreement Recommendation + Exchange Agreement Solicitor Opinion + Additional Information + Casefile

Data Name	Preliminary to EMS
Abbreviation	
Description	DED aggregate interface from Preliminary to EMS.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Request Refund Cost Reimbursement Funds + Acctg Advice Refund Reimbursement Funds

Data Name	Preliminary to PAC
Abbreviation	
Description	DED aggregate interface from Preliminary to PAC.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Request Funding + Request Additional Funding + Funding Justification + Request Citizenship Verification + Request Articles of Incorporation + Request Certificate of Non-Encumbrance + Request Amended Exchange Proposal + Request Add'l Info + Decision to Reject + Add'l Info + Notice of Non-Acceptance + Acknowledge Withdrawal Request

Data Name	Preliminary to Resource
Abbreviation	
Description	DED aggregate interface from Preliminary to Resource.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Notice of Cost Reimbursement Funds + Project Number + Account Number + Request Add'l Info + L.U.A. Recommendations + Preliminary Title Opinion + Draft Warranty Deed Opinion + Add'l Info + Casefile + Decision Records Recommendation + Request Reports

Data Name	Preliminary to Review
Abbreviation	
Description	DED aggregate interface from Preliminary to Review.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Request Preliminary Analysis + Verification of Qualification + Solicitor Protest Opinion + Casefile

Data Name	Preliminary to SMA
Abbreviation	
Description	DED aggregate interface from Preliminary to SMA.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Request Funding + Request Additional Funding + Funding Justification + Additional Information

Data Name	Preliminary to Solicitor
Abbreviation	
Description	DED aggregate interface from Preliminary to Solicitor.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Request Exchange Agreement Opinion + Request Protest Opinion + Request Preliminary Title Opinion Casefile + Request Draft Warranty Deed Opinion + Request Additional Information + Additional Information + Casefile

Data Name	Prepare to Fedpub
Abbreviation	
Description	DED aggregate interface from Prepare to Fedpub.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Issue to Fedpub + Delayed Opening Order + Publication Payment

Data Name	Prepare to Records
Abbreviation	
Description	DED aggregate interface from Prepare to Records.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Delayed Opening Order + Copy of Conveyance + Opening Order

Data Name	Processing to Government
Abbreviation	
Description	DFD aggregate interface from Processing to Government.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Prelim to Intern + Mgt to Gov't + Official Response + Convey to Convey Agencies + Req Business Cert

Data Name	Processing to PAC
Abbreviation	
Description	DED aggregate interface from Processing to PAC.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Prelim to PAC + Final to PAC + Exchange to PAC + Mgt to PAC

Data Name	Processing to Resource
Abbreviation	
Description	DED aggregate interface from Processing to Resource.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Prelim to Resource + Mgt to Resource + Mgt to NORA

Data Name	Processing to SMA
Abbreviation	
Description	DED aggregate interface from Processing to SMA.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Final to SMA + Prelim to SMA + Decision to SMA

Data Name	Project Number
Abbreviation	Project Number
Description	A project number is assigned for charge back purposes when a Proponent/Applicant/Consultant has deposited funds with the BLM for case processing purposes.
Data Type	Element
Ability to View	None
Ability to Update	BLM Use, FMS Use
Definition	\$project number + (\$serial number + \$name)

Data Name	Proof of Improvement Payment
Abbreviation	Proof Impr Pay
Description	The Proponent/Applicant/Consultant may submit a letter memorandum certifying that compensation has been made to a third party who holds interest in improvements located on the public lands being transferred.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	\$Proof of Improvement Payment + \$serial number

Data Name	Proof of Tax Payment
Abbreviation	Proof Tax Pay
Description	Proof of tax payment is submitted by the Proponent/Applicant/Consultant in the form of a county tax payment receipt.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	\$County Tax Payment Receipt

Data Name	Protest
Abbreviation	Protest
Description	A protest may be submitted by any non-Federal entity when a Management decision or determination has been made with protest rights to the State Director.
Data Type	Record
Ability to View	None
Ability to Update	BLM use, Public Information
Definition	\$serial number + \$name and address + (\$protest NORA + \$protest Resource Analysis + \$protest Appraisal + \$protest Funding + \$protest Tasks + \$protest Title Opinion + \$protest Exchange Agreement)

Data Name	Protest Opinion
Abbreviation	Protest Opinion
Description	The Field Solicitor returns an opinion involving a protest to the processing of the exchange that may be used by management to issue a decision.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use, Field Solicitor Use
Definition	\$serial number + (\$opinion)

Data Name	Publication Payment
Abbreviation	Pub Pay
Description	Publication payments may be made use Requisition Form 1510-8 or a Procurement request at the office initiating the publication.
Data Type	Data Store
Ability to View	None
Ability to Update	BLM use, SMA use
Definition	\$Form 1510-8 + \$amount Procurement Request + \$amount

Data Name	Recommend Task Share Proposal
Abbreviation	Recom Task Sh Prop
Description	A Task Share Proposal and recommendation to accept is forwarded to management identifying the parties (Proponent/Applicant/Consultant) and/or SMA) responsible for certain actions or reports.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	\$Task Share Proposal + (\$recommendation)

Data Name	Recommendation Against Agreement
Abbreviation	Recomm Against Agr
Description	Internal BLM Memorandum providing justification with recommendation not to prepare an Exchange Agreement.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM use
Definition	\$serial number + (\$recommendation)

Data Name	Recommendation Not To Proceed
Abbreviation	Recom Not To Proceed
Description	Internal BLM Memorandum providing justification with recommendation not to proceed with the Exchange Proposal.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM use
Definition	\$serial number + (\$recommendation)

Data Name	Recommendation Not to Proceed
Abbreviation	Recom Not to Proceed
Description	A recommendation not to proceed on the basis of lack of funding or task arrangements is forwarded to management.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Recommendation Not to Proceed

Data Name	Recommendation Not to Proceed With Amendment
Abbreviation	Recom Not to Pro w/a
Description	A recommendation not to proceed with an exchange amendment on the basis of the lack of amendments to funding a task proposal is forwarded to management.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Recommendation not to proceed with amendment

Data Name	Recommended Amended Funding Proposal
Abbreviation	Recom And Fund Prop
Description	The amended funding proposal is forwarded to management with the recommendation to accept.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	\$Amended Funding Proposal + (\$recommendation)

Data Name	Recommended Amended Task Share Proposal
Abbreviation	Recom Amend Task Sh
Description	The amended Task Share Proposal and recommendation to accept are forwarded to Management including the responsible parties for amendment processing.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	\$Amended Task Share Proposal + (\$recommendation)

Data Name	Recommended Funding Proposal
Abbreviation	Recom Fund Prop
Description	The Funding Proposal is forwarded to management with the recommendation to accept.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	\$Funding Proposal + (\$Recommendation)

Data Name	Req Issue Conveyance
Abbreviation	Req Issue Conveyance
Description	Internal BLM memorandum requesting that the exchange be consummated and the conveyance completed.
Data Type	Data flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Serial number + (\$Management decision)

Data Name	Req Issue Opening Order
Abbreviation	Req Issue Open Order
Description	Internal BLM Memorandum requesting an opening order be issued for the lands and/or minerals being acquired in the exchange action.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Serial number + (\$Opening Order ! \$Date ! \$Time of Day ! \$Resources)

Data Name	Req NORA Protest Review
Abbreviation	Req NORA Protest Rev
Description	Internal BLM memorandum requesting a review of a NORA protest in terms of legality and substance.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	#Serial number + (NORA protest)

Data Name	Req NORA Protest Sol Op
Abbreviation	Req NORA Protest Sol
Description	Internal BLM Memorandum to the Field Solicitor to review and prepare an opinion involving a NORA protest.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use, Field Solicitor
Definition	\$Serial number + (\$NORA protest)

Data Name	Request Acknowledge Minerals to US
Abbreviation	Req Ack Min US
Description	A letter memorandum is forwarded to the Proponent/Applicant/Consultant requesting acknowledgement of the US Mineral reservation on the lands and/or minerals being conveyed out of Federal ownership.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$serial number + \$name and address + \$mineral estate

Data Name	Request Additional Cost Reimbursement Funds
Abbreviation	Req Add Ct Rb Fds
Description	A letter memorandum is forwarded to the Proponent/Applicant/Consultant and/or SMA requesting additional funds when an agreement has been made to provide all or a part of the funding necessary to complete processing of the exchange. Or an Internal memorandum from internal BLM entities may request additional funds.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use, SMA Use
Definition	\$serial + \$name and address + \$amount

Data Name	Request Amended Appraisal Report Review
Abbreviation	Req Amd Appr Rpt Rev
Description	Internal BLM Memorandum with amended exchange proposal requesting an amended appraisal report review - see Appraisal Report Review.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Amended Exchange Proposal + (\$request amended appraisal report review)

Data Name	Request Amended Categorical Exclusion
Abbreviation	Req Amd Cat Excl
Description	Internal BLM Memorandum with amended exchange proposal requesting an amended categorical exclusion.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Amended Exchange Proposal + (\$request amended categorical exclusion)

Data Name	Request Amended Decision Record
Abbreviation	Req And Dec Rec
Description	BLM internal Memorandum requesting that an amended Decision Record be prepared in the analysis of an amended Exchange Proposal.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$serial number + \$amended Exchange Proposal

Data Name	Request Amended Deed of Conveyance
Abbreviation	Req Amd Deed Convey
Description	A letter memorandum is forwarded to the state agency on the Proponent/Applicant/Consultant, requesting an amended Deed of Conveyance.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$serial number + \$name and address + (\$letter request)

Data Name	Request Amended Draft Warrenty Deed
Abbreviation	Req Amd Draft W D
Description	A Letter Memorandum is sent to the Proponent/Applicant/Consultant requesting an amended Draft Warrenty Deed.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$serial number + \$name and address + (\$request amended Draft Warrenty Deed)

Data Name	Request Amended Environmental Assessment
Abbreviation	Req Amd EA
Description	Internal BLM memorandum with amended Exchange Proposal requesting an amended Environmental Assessment.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Amended Exchange Proposal + (\$request amended Environmental Assessment)

Data Name	Request Amended Environmental Assessment Review
Abbreviation	Req Amd EA Review
Description	Internal BLM memorandum with amended exchange proposal requesting that an amended EA be obtained from the Proponent/Applicant/Consultant or SMA and reviewed.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Amended Exchange Proposal + (\$request amended EA review)

Data Name	Request Amended Exchange Agreement Concurrence
Abbreviation	Req Amd Ex Agr Concr
Description	Proponent/Applicant/Consultant is requested to concur with a mutually prepared amendment Exchange Agreement before forwarding the amendment to the BLM Manager
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM use, SMA use
Definition	\$Request Amendment Concurrence Acknowledgement

Data Name	Request Amended Exchange Agreement Review
Abbreviation	Req Am Ex Agr Rev
Description	An internal BLM Memorandum request a final land law review of an Exchange Agreement amendment prior to executing the amendment.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM use
Definition	Amended Exchange Agreement Review

Data Name	Request Amended Exchange Agreement Signature
Abbreviation	Req Amd Ex Agr Sig
Description	The BLM Authorized Officer requests that the Proponent/Applicant/Consultant sign and return the Amended Exchange Agreement.
Data Type	Element
Ability to View	None
Ability to Update	BLM use, SNA use, Public Information
Definition	\$name + (\$Funding Agreement + \$Task Agreement + \$Equalization of values)

Data Name	Request Amended Exchange Agreement Solicitor Opinion
Abbreviation	Req Am Ex Agr Sol Op
Description	An internal BLM Memorandum requesting a field Solicitor Opinion of an Exchange Agreement amendment to executing the amendment.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM use, Field Solocitor Use
Definition	\$Exchange Agreement Amendment

Data Name	Request Amended Final Environmental Statement
Abbreviation	Req Amd Final ES
Description	Internal BLM memorandum with amended exchange proposal requesting an amended Final ES.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Amended Exchange Proposal + (\$request amended Final ES)

Data Name	Request Amended Final Environmental Statement Review
Abbreviation	Req Amd Final Es Rev
Description	Internal BLM Memorandum with amended change proposal is prepared requesting that an amended final Environmental Statement be obtained from the Proponent/Applicant/Consultant or SMA and reviewed.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Amended Exchange Proposal + (\$request amended final Environmental Statement Review)

Data Name	Request Amended Finding Analysis
Abbreviation	Req Amd Fund Anal
Description	An internal BLM memorandum with the amended preliminary exchange proposal or exchange proposal requesting an amended funding proposal analysis.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Amended Preliminary Proposal Amended Exchange Proposal + (\$request amended Funding analysis)

Data Name	Request Amended Funding Proposal Concurrence
Abbreviation	Req Amd Fund Prop Co
Description	A letter memorandum is sent to the Proponent/Applicant/Consultant and/or SMA requesting that the funding proposal amendment be given concurrence.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Request Amending Funding Proposal Concurrence

Data Name	Request Amended Land Use Analysis
Abbreviation	Req Amd LUA
Description	The Amended Land Use Analysis Report evaluates a change to the exchange proposal. Refer to Land Use Analysis.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Amended Exchange Proposal + (\$request Amended Land Use Analysis Report)

Data Name	Request Amended Mineral Report
Abbreviation	Req Amd Min Rpt
Description	Internal BLM memorandum requesting amended mineral report.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Amended Exchange Proposal + (\$request amended Mineral Report)

Data Name	Request Amended Mineral Report Review
Abbreviation	Req Amd Min Rpt Rev
Description	Internal BLM memorandum requesting an amended Mineral Report Review - see request Mineal Report Review.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Amended Exchange Proposal + (\$request amended Mineral Report Review)

Data Name	Request Amended Preliminary Title Report
Abbreviation	Req And Prel Tit Rpt
Description	A Letter memorandum is sent to the Proponent/Applicant/Consultant requesting an amended preliminary title report.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Serial numbers + \$name and address + (\$request preliminary title report)

Data Name	Request Amended Preliminary Values
Abbreviation	Req Amd Prel Values
Description	Internal BLM memorandum with amended preliminary exchange proposal requesting amended preliminary values of offered and selected.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Amended Preliminary Exchange Proposal + (\$request amended Preliminary Values)

Data Name	Request Amended Task Share Analysis
Abbreviation	Req Amd Task Sh Anal
Description	An internal BLM memorandum with the amended preliminary exchange proposal or amended Exchange Proposal requests that an amended task share proposal be analyzed.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Amended Preliminary Exchange Proposal Amended Exchange Proposal + (\$Request amended Task Share Analysis)

Data Name	Request Amended Task Share Concurrence
Abbreviation	Req Amd Task Sh Conc
Description	A letter memorandum is sent to the Proponent/Applicant/Consultant and/or SMA requesting their concurrence with the amended task share proposal.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Request Amended Task Share Concurrence

Data Name	Request Amended Title Policy Insurance
Abbreviation	Req Amd Title Pl Ins
Description	A letter memorandum is forwarded to the Proponent/Applicant/Consultant requesting an amended Policy Title Insurance.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$serial number + \$name and address + (\$letter required)

Data Name	Request Amended Warranty Deed
Abbreviation	Req Amd WD
Description	A letter memorandum is forwarded to the Proponent/Applicant/Consultant requesting an amended Warranty Deed requiring a re-recording at the County Recorder's Office.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$serial number + \$name and address + (\$amendment request)

Data Name	Request Amendment to Preliminary Agreement to Proceed
Abbreviation	Req Amd Prel Agr Pro
Description	Internal BLM memorandum requesting an amendment to a preliminary agreement to proceed when a charge to the exchange proposal has occurred.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Serial numbe + (\$request preliminary agreement amendment)

Data Name	Request Appraisal Amendment
Abbreviation	Req Appraisal And
Description	BLM internal document requesting amended fair market value appraisal as a result of an amended Exchange Proposal.
Data Type	Record
Ability to View	None
Ability to Update	BLM use
Definition	\$serial numbers + \$form + (\$amended legal description + \$amended resources + \$amended encumbrances + \$amended Preliminary Titel Report + \$amended maps)

Data Name	Request Appraisal Information
Abbreviation	Req Appraisal Info
Description	Appraisal Information may be requested from Federal and state agencies, as well as the Proponent/Applicant/Consultant or SMA, and private organizations and adjacent land owners.
Data Type	Data Flow
Ability to View	None
Ability to Update	ELM Use
Definition	\$Request Appraisal Information

Data Name	Request Appraisal Report
Abbreviation	Req Appraisal Rpt
Description	BLM internal document requesting a fair market value appraisal of the offered and selected with description of the resources to be valued, location, and conflicts.
Data Type	Record
Ability to View	None
Ability to Update	BLM use
Definition	\$serial number + \$form + \$name and address + (\$legal description + \$resources + \$encumbrances + \$Preliminary Title Report + \$maps)

Data Name	Request Appraisal Report Review
Abbreviation	Req Appr Rpt Rev
Description	An internal BLM memorandum with the exchange proposal requesting that an appraisal be obtained from a Proponent/Applicant/Consultant or SMA and be reviewed/approved.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Exchange Proposal + (\$request appraisal report review)

Data Name	Request Articles of Incorporation
Abbreviation	Req Art Incomp
Description	A letter memorandum is sent to a business, company or corporation, as the Proponent/Applicant/Consultant, to verify their State business status.
Data Type	Data Flow
Ability to View	None
Ability to Update	ELM Use
Definition	\$request Articles of Incorporation

Data Name	Request Business Certification
Abbreviation	Req Bus Cert
Description	A letter memorandum or verbal request is submitted to the State for confirmation that Proponent/Applicant/Consultant, if a corporation or business, is licensed to do business in that state.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$name and address

Data Name	Request Categorical Exclusion
Abbreviation	Req Cat Excl
Description	Internal BLM Memorandum with exchange proposal requesting categorical exclusion documentation.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Exchange Proposal + (\$request Categorical Exclusion)

Data Name	Request Certificate of Non-Encumbrance
Abbreviation	Req Cert Non-Encum
Description	A letter memorandum is forwarded to a state agency to provide a certificate of non-encumbrance to assure availability of resources and any encumbrances.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Request Certificate of Non-Encumbrances

Data Name	Request Certificate of Possession
Abbreviation	Req Cert Poss
Description	A letter memorandum, including the Certificate of Possession Form, is forwarded to the Proponent/Applicant/Consultant for certification of ownership.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$serial number + \$name and address + \$form

Data Name	Request Citizenship Verification
Abbreviation	Req Citizen Verif
Description	A letter is forwarded to the Proponent/Applicant/Consultant to verify their/his/her citizenship, if there is doubt as to qualification with the exchange authority.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$request Citizenship Verification

Data Name	Request Consider Exchange Agreement Amendment
Abbreviation	Req Con Ex Agr And
Description	BLM internal memorandum requesting that an amended Exchange Agreement be considered.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM use
Definition	\$serial number + \$amended Exchange Proposal

Data Name	Request Decision Record Review
Abbreviation	Req Dec Rec Review
Description	An internal BLM memorandum requests a Land Law review of the contents and conclusions of the Decision Record.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$serial number + (\$Decision Record Document)

Data Name	Request Deed of Conveyance
Abbreviation	Req Deed of Convey
Description	A letter memorandum is forwarded to a state agency as the Proponent/Applicant/Consultant, requesting a Deed of Conveyance documenting ownership and encumbrances.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$serial number + \$name and address + (\$letter request)

Data Name	Request Draft Warranty
Abbreviation	Req Draft W D
Description	A letter memorandum is sent to the Proponent/Applicant/Consultant requesting a draft Warranty Deed to confirm location and ownership.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$serial number + \$name and address + (\$request draft Warrenty Deed)

Data Name	Request Draft Warranty Deed Opinion
Abbreviation	Req Draft WD Op
Description	An internal BLM memorandum is forwarded to the field solicitor to verify and issue an opinion in the format of a draft Warranty Deed.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use, Field Solicitor Use
Definition	\$serial number + (\$Draft Warranty Deed)

Data Name	Request Endorsement Amended Preliminary Agreement to Proceed
Abbreviation	Req EndAmd Pre Ag Pr
Description	The Proponent/Applicant/Consultant and/or SMA is requested to endorse an amended Preliminary Agreement to Proceed identifying amended funding and/or task responsibilities.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Amended Preliminary Agreement to Proceed + (\$request endorsement)

Data Name	Request Endorsement of Preliminary Agreement to Proceed
Abbreviation	Req End Pre Agr Pro
Description	The Proponent/Applicant/Consultant and/or SMA is requested to endorse the preliminary agreement to proceed identifying funding and/or task responsibilities.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Preliminary Agreement to Proceed + (\$request endorsement)

Data Name	Request Environmental Assessment
Abbreviation	Req EA
Description	Internal BLM memorandum with exchange proposal requesting Environmental Assessment of action.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Exchange Proposal + (\$request Environmental Assessment)

Data Name	Request Environmental Assessment Review
Abbreviation	Req EA Review
Description	Internal BLM Memorandum with exchange proposal requesting that an Environmental Assessment be obtained from the Proponent/Applicant/Consultant or SMA and reviewed.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Exchange Proposal + (\$request Environmental Assessment Review)

Data Name	Request Equalization Payment
Abbreviation	Req Equal Pay
Description	A letter memorandum is forwarded to the Proponent/Applicant/Consultant requesting a cash settlement to equalize the value of the exchanged resources.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$serial number + \$name and address + \$amount

Data Name	Request Exchange Agreement Solicitor Opinion
Abbreviation	Req Ex Agr Sol Op
Description	An internal BLM Memorandum requesting field solicitor opinion of an Exchange Agreement Proposal prior to executing the agreement.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM use, Field Solicitor use
Definition	*Exchange Agreement

Data Name	Request Exchange Agreement Concurrence
Abbreviation	Req Ex Agr Concur
Description	Proponent/Applicant/Consultant is requested to concur with the mutually prepared draft Exchange Agreement before forwarding the agreement the the BLM Manager
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM use, SMA use
Definition	\$Request Concurrence/Acknowledgement

Data Name	Request Exchange Agreement Review
Abbreviation	Req Ex Agr Review
Description	An internal BLM Memorandum requests a land law review of an Exchange Agreement prior to executing the agreement.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM use
Definition	\$Exchange Agreement Review

Data Name	Request Exchange Agreement Signature
Abbreviation	Req Ex Agr Sign
Description	The BLM Authorized Officer requests that the Proponent/Applicant/Consultant sign and return the Exchange Agreement.
Data Type	Element
Ability to View	None
Ability to Update	BLM use, SMA use, Public Information
Definition	\$name + (\$Funding Agreement + \$Task Agreement + \$Equalization of values)

Data Name	Request Exchange Proposal Amendment
Abbreviation	Req Ex Prop Amd
Description	A letter memorandum is forwarded to the Proponent/Applicant/Consultant identifying the need or rationale to consider an amendment to the Exchange Proposal.
Data Type	Record
Ability to View	None
Ability to Update	BLM use, Public Information
Definition	\$serial number + \$name and address + (\$reason for amendment + \$legal description + \$resource quantity + \$corrections)

Data Name	Request Field Inspection Tour
Abbreviation	Req Field Insp Tour
Description	A letter memorandum or verbal contact is made with the Proponent/Applicant/Consultant to request in the inspection of the offered and selected properties.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Request Field Tour

Data Name	Request Final Environmental Statement
Abbreviation	Req Final ES
Description	Internal BLM Memorandum with exchange proposal requesting a final Environmental Statement be prepared.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Exchange Proposal + (\$Request final Environmental Statement)

Data Name	Request Final Environmental Statement Review
Abbreviation	Req Final ES Rev
Description	Internal BLM memorandum with exchange proposal requesting that a final ES be obtained from the Proponent/Applicant/Consultant or SMA and reviewed.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Exchange Proposal + (\$request final ES review)

Data Name	Request Final Review
Abbreviation	Req Final Review
Description	Internal BLM Memorandum requesting a final land law review of the exchange support document prior to issuing a conveyance.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM use
Definition	\$serial numbers + (\$exchange support documents)

Data Name	Request Final Title Opinion
Abbreviation	Req Final Title Op
Description	An internal BLM memorandum is forwarded to the Field Solicitor with the final title document for review and opinion.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use, Field Solicitor Use
Definition	\$serial number + \$name and address + (\$final title document)

Data Name	Request Funding Analysis
Abbreviation	Req Fund Anal
Description	An internal BLM memorandum with the preliminary exchange proposal or the change proposal requests a Funding analysis and may include preliminary resource analysis findings.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Preliminary Exchange Proposal Exchange Proposal + (\$request Funding Analysis)

Data Name	Request Funding Justification
Abbreviation	Req Fund Just
Description	The Proponent/Applicant/Consultant and/or SMA may submit a written request for justification for the increased funding request.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use, SMA Use
Definition	\$serial number + (\$request justification)

Data Name	Request Funding Proposal Concurrence
Abbreviation	Req Fund Prop Concur
Description	A letter memorandum requesting Funding Proposal concurrence is forwarded to the Proponent/Applicant/Consultant and/or SMA.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Request Funding Proposal Concurrence

Data Name	Request Improvement Reimbursement Deposit
Abbreviation	Req Inmp Rb Dep
Description	A letter memorandum is forwarded to the Proponent/Applicant/Consultant requesting a deposit to compensate third parties with valid improvements on the Federallands being transferred, if other arrangements have not been made.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$serial number + \$name and address + \$amount

Data Name	Request Land Use Analysis
Abbreviation	Req LUA
Description	Internal BLM memorandum requesting that a Land Use Analysis Report be prepared.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Exchange Proposal + (\$request LUA)

Data Name	Request Mineral Information
Abbreviation	Req Min Info
Description	Mineral Information may be obtained from all government sources, as well as private organizations and the Proponent/Applicant/Consultant and for SMA.
Data Type	Data Flow
Ability to View	None
Ability to Update	ELM use
Definition	%serial number + (%request mineral info)

Data Name	Request Mineral Report
Abbreviation	Req Min Report
Description	An internal BLM memorandum with the exchange proposal requesting a Mineral Report, when the resources involved in the exchange involve Minerals or impacts to Federal mineral estates.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Exchange Proposal + (\$request Mineral Report)

Data Name	Request Mineral Report Review
Abbreviation	Req Min Rpt Rev
Description	Internal BLM memroandum with the exchange proposal requesting that a mineral report be obtained from the Proponent/Applicant/Consultant, SMA, or other Federal entity and reviewed.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Exchange Proposal + (\$request mineral report review)

Data Name	Request Negotiate Amended Task Share Proposal
Abbreviation	Req Neg Amd Tas Sh P
Description	A letter memorandum is sent to the Proponent/Applicant/Consultant and/or SMA requesting a consideration to amended a task share proposal.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Request Negotiate Amended Task Share Proposal

Data Name	Request Negotiate Exchange Agreement
Abbreviation	Req Neg Ex Agr
Description	The Proponent/Applicant/Consultant is requested to negotiate an Exchange Agreement including funding and/or task responsibilities, cash equalization alternatives, or escrow arrangement
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM use, SMA use
Definition	\$Funding + \$Tasks + \$Cash Equalization + \$Escrow

Data Name	Request Negotiate Exchange Agreement Amendment
Abbreviation	Req Neg Ex Agr Amd
Description	The Proponent/Applicant/Consultant is requested to negotiate an Exchange Agreement amendment.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM use, SMA use
Definition	\$Amended Funding + \$Amended Task + \$Amended Cash Equalization + \$Amended Escrow

Data Name	Request Negotiate Task Share Proposal
Abbreviation	Req Neq Task Sh Prop
Description	A letter memorandum is sent to the Proponent/Applicant/Consultant and/or SMA requesting a task share arrangement be considered.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Request Negotiate Task Share Proposal

Data Name	Request Offered Resource Information
Abbreviation	Req Off Res Info
Description	Letter memorandum indicating the legal description of the offered resources to be considered may be sent to government agencies, as well as private organizations with knowledge of the offered resource values.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Request Offered Resource Information + \$location

Data Name	Request Policy Title Insurance
Abbreviation	Req Pol Title Ins
Description	A letter memorandum is forwarded to the Proponent/Applicant/Consultant requesting a Policy Title Insurance acknowledging the ownership and any encumbrances and in an amount equal to the value of the offered.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$serial number + \$name and address + (\$letter request)

Data Name	Request Preliminary Amended Review Analysis
Abbreviation	Req Prel Amd Res Amd
Description	An internal BLM memorandum with amended preliminary exchange proposal or amended exchange proposal requesting a preliminary resource (value) analysis of amended offered and/or selected resources.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Amended Preliminary Exchange Proposal Amended Exchange Proposal + (\$request Preliminary amended Resource Analysis)

Data Name	Request Preliminary Analysis
Abbreviation	Req Prlim Analysis
Description	An internal BLM memorandum is prepared requesting that a serialized exchange proposal be reviewed for task and/or funding responsibilities.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$serial number + (\$request analysis)

Data Name	Request Preliminary Analysis of Amend Offered Resources
Abbreviation	Rq Pre Aml Amd Of Rs
Description	Internal BLM memorandum with amended preliminary exchange proposal or amended exchange proposal requesting an amended preliminary analysis of the amended offered resources.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Amende Preliminary Exchange Proposal Amended Exchange Proposal + (\$request amended preliminary amended offered resources)

Data Name	Request Preliminary Analysis of Amended Selected Resources
Abbreviation	Req Pre Anl Sel Res
Description	An internal BLM memorandum with the amended preliminary exchange proposal or amended exchange proposal request a preliminary analysis of the amended selected public resources.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Amended Preliminary Exchange Proposal Amended Exchange Proposal + (\$request preliminary analysis of amended selected resources)

Data Name	Request Preliminary Analysis of Offered Resources
Abbreviation	Req Prel Anal Off Rs
Description	Internal BLM memorandum with preliminary exchange proposal or exchange proposal requesting preliminary evaluation of offered resources.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Preliminary Exchange Proposal Exchange Proposal + (\$request preliminary analysis offered resources)

Data Name	Request Preliminary Analysis of Selected Resources
Abbreviation	Req Prel Anal Sel Rs
Description	Internal BLM memorandum with preliminary exchange proposal or exchange proposal requesting preliminary analysis or evaluation of selected public resources.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Preliminary Exchange Proposal Exchange Proposal + (\$request preliminary analysis of Selected Resources)

Data Name	Request Preliminary NORA Approval
Abbreviation	Req Prelim NORA Appr
Description	Internal BLM Memorandum requesting management approval to publish a Preliminary NORA for early segregation purposes.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM use
Definition	\$serial number + (\$Draft Preliminary NORA)

Data Name	Request Preliminary Resource Analysis
Abbreviation	Req Pre Res Anal
Description	An internal BLM memorandum with the preliminary exchange proposal or exchange proposal requests a preliminary resource (value) analysis of the offered and selected.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Preliminary Exchange Proposal Exchange Proposal + (\$request Preliminary Resource Analysis)

Data Name	Request Preliminary Title Opinion
Abbreviation	Req Prel Title Op
Description	An internal ELM memorandum is sent to the Field Solicitor with the Preliminary Title Report to determine if any title defects exist.
Data Type	Data Flow
Ability to View	None
Ability to Update	ELM Use, Field Solicitor Use
Definition	\$serial number + (\$Preliminary Title Report)

Data Name	Request Preliminary Title Report
Abbreviation	Req Prelim Title Rpt
Description	A Letter memorandum is sent to the Proponent/Applicant/Consultant requesting a preliminary title report.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$serial number + \$name and address + (\$request preliminary title report)

Data Name	Request Preliminary Values
Abbreviation	Req Prelim Values
Description	Internal BLM memorandum with Preliminary Exchange Proposal or exchange proposal requesting preliminary values for the offered and selected.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Preliminary Exchange Proposal Exchange Proposal + (\$request Preliminary Values)

Data Name	Request Proof of Improvement Payment
Abbreviation	Req Proof Impr Pay
Description	The Proponent/Applicant/Consultant is notified by letter memorandum to submit proof of reimbursement to a third party owning facilities on the public land being transferred.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$serial number + \$name and address + (\$letter memorandum)

Data Name	Request Proof of Tax Payment
Abbreviation	Req Proof Tax Pay
Description	The Proponent/Applicant/Consultant is notified by letter memorandum to submit proof of payment for taxes due on lands acquired by the US.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$serial number + \$name and address + (\$letter memorandum)

Data Name	Request Protest Opinion
Abbreviation	Req Protest Op
Description	An internal BLM memorandum is forwarded to the Field Solicitor with the protest for review and opinion.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use, Field Solicitor Use
Definition	%serial number + (%protest)

Data Name	Request Publication Payment
Abbreviation	Req Pub Pay
Description	Request for publication cost payment may be received from Local Publications and/or the Federal Register
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM use
Definition	\$Payment Request

Data Name	Request Refund Cash Equalization Payment
Abbreviation	Req Rd Cash Equal Py
Description	Internal BLM memorandum notifying FMS or BLM cashier to refund Proponent/Applicant/Consultant cash equalization payment.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use, FMS Use
Definition	\$serial number + \$name and address + \$amount + \$accounting advice

Data Name	Request Refund Cost Reimbursement Funds
Abbreviation	Req Rd Ct Rd Fds
Description	Internal BLM memorandum notifying the Financial Management System (FMS) or BLM cashier to refund Proponent/Applicant/Consultant's cost reimbursement funds.
Data Type	Data Flow .
Ability to View	None
Ability to Update	BLM Use, FMS Use
Definition	\$serial number + \$name and address + Accounting Advice

Data Name	Request Refund Improvements Reimbursement Deposit
Abbreviation	Req Rd Imp Rei Dep
Description	Internal BLM memorandum notifying FMS or BLM cashier to refund Proponent/Applicant/Consultant's improvements reimbursement deposit.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use, FMS Use
Definition	\$serial number + \$name and address + \$amount + \$accounting advice

Data Name	Request Refund Tax Deposit
Abbreviation	Req Rd Tax Dep
Description	Internal BLM memorandum notifying FMS or BLM cashier to refund Proponent/Applicant/Consultant's tax deposit.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use, FMS Use
Definition	\$serial number + \$name and address + accounting advice

Data Name	Request Reports
Abbreviation	Req Reports
Description	An internal BLM memorandum requests that reports be prepared to evaluate and perform management decisions as to an exchange proposal.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Request Reports

Data Name	Request Resource Evaluation Amended
Abbreviation	Req Res Eval Amd
Description	Internal BLM Memorandum requesting that an amended resource analysis be conducted to evaluate an amended Exchange Proposal.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$serial number + \$amended Exchange Proposal

Data Name	Request Response to Congressional Inquiry
Abbreviation	Req Resp Cong Inquir
Description	BLM internal memorandum requesting information to assist the State Director in responding to a Congressional Inquiry.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Request Information + (\$Request Resource Information + \$Request Validation Information + \$Request Land Use Information)

Data Name	Request Review of Land Use Analysis
Abbreviation	Req Rev LUA
Description	An internal BLM memorandum requests a Preliminary Land Law Review of the contents of the Land Use Analysis Document.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$serial number + (\$Land Use Analysis Document)

Data Name	Request SMA Information
Abbreviation	Req SMA Info
Description	The SMA is requested to provide information that may be used in preparing an Exchange Agreement or evaluating resources being considered for exchange.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM use, SMA, use
Definition	\$Exchange Agreement Proposal ! Resources

Data Name	Request Selected Resource Information
Abbreviation	Req Sel Res Info
Description	A letter memorandum may be sent to federal and state agencies as well as private organizations, requesting selected public resource information.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Resource Selected Resource Information + \$legal description

Data Name	Request Serial No's Reconveyed Existing Use
Abbreviation	Req SN Recom Exis Us
Description	The internal BLM memorandum specifies what existing uses are on the lands acquired by the US in an exchange that are to be accepted and documented by establishing casefiles. Refer to Copy of Deed(s).
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$name and address + \$legal description + \$terms and conditions + \$type of use

Data Name	Request Serial Number
Abbreviation	Req S N
Description	An internal BLM memorandum with the preliminary exchange proposal is submitted to the cashie for serialization.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$name and address + (\$preliminary exchange proposal)

Data Name	Request Task Share Analysis
Abbreviation	Req Task Share Anal
Description	An internal BLM memorandum with the preliminary exchange proposal or ??? change proposal requests a task share analysis to determine if the Proponent/Applicant/Consultant and/or SMA will complete all or part of the required reports.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Preliminary Exchange Proposal/Exchange Proposal + (\$Request Task Share Analysis)

Data Name	Request Task Share Concurrence
Abbreviation	Req Task Sh Concur
Description	A letter memorandum is sent to the Proponent/Applicant/Consultant and/or SMA requesting concurrence with the task share proposal.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Request Task Share Concurrence

Data Name	Request Value Concurrence
Abbreviation	Req Value Concur
Description	A Letter memorandum is forwarded to the Proponent/Applicant/Consultant describing the resources that have been appraised and the values estimated for each.
Data Type	Record
Ability to View	None
Ability to Update	BLM use, Public Information
Definition	\$serial number + \$name and address + \$appraisal value offered + \$appraisal value selected + \$legal description

Data Name	Request Warranty Deed
Abbreviation	Req WD
Description	A letter memorandum is forwarded to the Proponent/Applicant/Consultant requesting a Warranty Deed meeting Federal standards; recorded in the courthouse of record.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$serial number + \$name and address + (\$letter request)

Data Name	Request Zoning Restrictions
Abbreviation	Req Zoning Restrict
Description	A letter memorandum is prepared with the location of the subject lands requesting any zoning restrictions. Generally sent to Court Planning & Zoning Departments.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Legal Description + (\$requested zoning restrictions)

Data Name	Request to Consider Exchange Agreement
Abbreviation	Req Con Ex Agr
Description	BLM internal memorandum requesting that an Exchange Agreement be considered as a condition of the Exchange Proposal.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM use
Definition	\$serial number + \$Exchange Proposal

Data Name	Request to Deposit
Abbreviation	Req To Dep
Description	A letter memorandum is forwarded to the Proponent/Applicant/Consultant requesting 1.2 times the previous year's taxes on the lands being offered in exchange, if an ????? agreement has not been struck where a third party settles the tax indemnity.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$serial number + \$name and address + \$amount

Data Name	Request to Establish Cost Reimbursement Account
Abbreviation	Req Est Ct Re Act
Description	An internal BLM memorandum specifies that the Proponent/Applicant/Consultant and/or SMA has agreed to provide cost reimbursement funds and that an account be established.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Request Cost Reimbursement Account

Data Name	Request to Negotiate Amended Funding Proposal
Abbreviation	Req Neg Amd Fund Pro
Description	A letter memorandum is sent to the Proponent/Applicant/Consultant and/or SMA requesting consideration to negotiate a amended funding proposal.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Request to Negotiate amended funding Proposal

Data Name	Request to Negotiate Finding Proposal
Abbreviation	Req Neg Fund Prop
Description	A letter memorandum is sent to the Proponent/Applicant/Consultant and/or SMA requesting that a finding arrangement be developed.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Request to Negotiate Funding Proposal

Data Name	Request to Participate
Abbreviation	Req to Part
Description	The SMA is requested to participate in the preparation of the Exchange Agreement, where an SMA is involved in the exchange action.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM use, SMA use
Definition	\$Request Participation

Data Name	Request to Renegotiate Funding Proposal
Abbreviation	Req Renog Fund Prop
Description	The Proponent/Applicant/Consultant and/or SMA may submit a letter to the Manager requesting that a funding proposal be renegotiated.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Request to Renegotiate Funding Proposal

Data Name	Request to Renegotiate Task Share Proposal
Abbreviation	Req Reneg Task Sh Pr
Description	The Proponent/Applicant/Consultant and/or SMA may submit a letter to the Manager requesting that the task share proposal be renegotiated.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Request to Renegotiate Task Share Proposal

Data Name	Request to Withdraw Proposal
Abbreviation	Req With Prop
Description	The request to withdraw an Exchange Proposal is submitted by the Proponent/Applicant/Consultant to the BLM Authorized Officer in letter format and may include reasons for the Withdrawal.
Data Type	Record
Ability to View	None
Ability to Update	BLM use, Public Information
Definition	\$serial number + \$name and address + (\$Withdrawal request)

Data Name	Request Verification of Qualifications
Abbreviation	Req Veri Qual
Description	An internal BLM memorandum requests that a Proponent/Applicant/Consultant's qualifications be verified, e.g., state corporation status or citizenship.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$name and address

Data Name	Resource Information
Abbreviation	Resource Info
Description	Resource Information is derived from all resource sources, e.g. Land Use Plans, RMP's, URA's, MEP's, Overlays, Automated Systems, etc.
Data Type	Set
Ability to View	None
Ability to Update	BLM Use
Definition	*Resource Information

Data Name	Resource to Decision
Abbreviation	
Description	DEF aggregate interface from Resource to Decision.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Preliminary Values + Amended Preliminary Values + Request Additional Information + Casefile + Req Amend to Prelim Agree to Proceed

Data Name	Resource to Mgt
Abbreviation	
Description	DED aggregate interface from Resource to Mgt.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Decision Record + Draft NORA + Amended Decision/Record + Amended Draft NORA + Response to Congressional Inquiry + Add'l Info + Casefile + Appraisal Report + Amended Appraisal Report + Req Prelim NORA Approval + Draft Prelim NORA

Data Name	Resource to Preliminary
Abbreviation	
Description	DEF aggregate interface from Resource to Preliminary.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Request Add'l Funding + Add'l Info + Request Review of L.U.A. + Request Prelim Title Opinion + Request Draft Warranty Deed Opinion + Request Add'l Info + Casefile + Request Decision Record Review

Data Name	Response to Comments
Abbreviation	Response to Comments
Description	A Letter memorandum to an entity submitting comments that require a response.
Data Type	Record
Ability to View	None
Ability to Update	BLM use, Public Information
Definition	\$name + (\$NORA comment response ! \$Preliminary NORA comment response ! \$NORA Modification comment response)

Data Name	Response to Congressional Inquiry
Abbreviation	Resp Cong Inquiry
Description	BLM internal Memorandum responding to an inquiry directed through Congress and sent to the State Director.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	\$Information + (\$Resource Information + \$Valuation Information + \$Land Use Information)

Data Name	Response to Protest
Abbreviation	Response to Protest
Description	The State Director notifies the protesting non-Federal entity by letter memorandum that the protest has been upheld.
Data Type	Record
Ability to View	None
Ability to Update	BLM use, Public Information
Definition	\$serial number + \$name and address + (\$reasons for supporting protest)

Data Name	Review to Preliminary
Abbreviation	
Description	DED aggregate interface from Review to Preliminary.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Request Verification of Qualifications + Request Sol Protest Opinion + Request to Establish Cost Reimb Acctg + Casefile

Data Name	Reviewed Amended Appraisal Report
Abbreviation	Rev Amd Appr Rpt
Description	Reviewed Amended Appraisal Report approved as a result of an exchange proposal change. See Reviewed Appraisal Report.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	\$Reviewed Amended Appraisal Report

Data Name	Reviewed Appraisal Report
Abbreviation	Rev Appr Rpt
Description	The Reviewed Appraisal Report is prepared from the Proponent/Applicant/Consultant or SMA appraisal and approved.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	\$Reviewed Appraisal Report

Data Name	Reviewed Mineral Report
Abbreviation	Rev Min Rpt
Description	The mineral report is obtained from the Proponent/Applicant/Consultant, SMA, or other Federal entity and reviewed with recommendations.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	\$Reviewed Mineral Report

Data Name	Revised Amended Mineral Report
Abbreviation	Rev Amd Min Rpt
Description	The Reviewed Amended Mineral Report responds to a change in the Exchange Proposal - see Reviewed Mineral Report.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	\$Reviewed Amended Mineral Report

Data Name	SMA Information
Abbreviation	SMA Info
Description	The SMA may submit information concerning the preparation of an Exchange Agreement or resource evaluation.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM use, SMA, use
Definition	\$Information

Data Name	SMA to Analysis
Abbreviation	
Description	DED aggregate interface from SMA to Analysis.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	SMA Info + Prelim Select SMA Info + Prelim Amended Select SMA Info

Data Name	SMA to Decision
Abbreviation	
Description	DED aggregate interface from SMA to Decision.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Endsmnt of Prelim Agreement to Proceed + Endsmnt Amend Prelim Agree to Proceed + Request Additional Information

Data Name	SMA to Final
Abbreviation	
Description	DED aggregate interface from SMA to Final.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Request Funding Justification

Data Name	SMA to Mgt
Abbreviation	
Description	DED aggregate interface from SMA to Mgt.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Comments + Request Additional Information

Data Name	SMA to Negot
Abbreviation	
Description	DED aggregate interface from SMA to Megot.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	SMA to Decision + SMA to Analysis + PAC/SMA to Task + PAC/SMA to Funding

Data Name	SMA to Preliminary
Abbreviation	
Description	DED aggregate interface from SMA to Preliminary.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Funds + Additional Funds + Request Funding Justification + Request Additional Information

Data Name	SMA to Processing
Abbreviation	
Description	DED aggregate interface from SMA to Processing.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	SMA to Final + SMA to Prelim + SMA to Decision

Data Name	SMA to Selected
Abbreviation	
Description	DED aggregate interface from SMA to Selected.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Prelim Select SMA Info + Prelim Amend Select SMA Info

Data Name	Selected Not Available
Abbreviation	Sel Not Avail
Description	Selected not available is a recommendation to management with findings that may result in a Notice of Non-Acceptance, Decision to Reject, or amendment.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Selected Not Available

Data Name	Selected Resource Status
Abbreviation	Sel Res Status
Description	Selected Resource Status is queried from records (MIP/HI), Case Recordation/ORCA, and/or Mining Claim Recordation to determine the availability of the selected public resources.
Data Type	Set
Ability to View	None
Ability to Update	BLM Use
Definition	\$Selected Resource Status

Data Name	Selected to Determination
Abbreviation	
Description	DED aggregate interface from Selected to Determination.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Prelim Resource Value of Selected + Prelim Resource Value of Amend Selected + Add'l Prelim Selected Resource Info + Availability of Prelim Selected + Availability of Prelim Amend Selected + Add'l Prelim Amended Selected Res Info

Data Name	Selected to PAC
Abbreviation	
Description	DED aggregate interface from Selected to PAC.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Req Add'l Amended Exchange Proposal Info + Req Add'l Exchange Proposal

Data Name	Selected to Prelim Res Agencies
Abbreviation	
Description	DED aggregate from Selected to Prelim Res Agencies.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Req Prelim Select Res Info + Req Prelim Amend Select Res Info

Data Name	Selected to SMA
Abbreviation	
Description	DEF aggregate interface from Selected to SMA.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Req Prelim Select SMA Info + Req Prelim Amend Select SMA Info

Data Name	Selectged Resource Information
Abbreviation	Sel Res Info
Description	Selected resource information, involving the public resources sleected in an exchange proposal, may be received in writing or verbally from state or Federal agencies, or private organizations, or obtained from BLM documents e.g, RMP, URA, MEP, overlays, or Land Use Plans.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Selected Resource Information

DATA DICTIONARY AND CROSS REFERENCE LIST

Data Name	Serialized R/W Case Files
Abbreviation	Serial R/W CF
Description	The case files newly established to record existing uses on exchanged lands acquired by the US.
Data Type	Record
Ability to View	All
Ability to Update	BLM
Definition	\$Case File

Data Name	Solicitor to Final
Abbreviation	
Description	DED aggregate interface from Solicitor to Final.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Final Title Opinion + NORA Protest Solicitor Opinion + Casefile + Amended Exchange Agreement Solicitor Opinion + Request Additional Information + Additional Information

Data Name	Solicitor to Preliminary
Abbreviation	
Description	DEF aggregate interface from Solicitor to Preliminary.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Exchange Agreement Opinion + Protest Opinion + Preliminary Title Opinion + Draft Warranty Deed Opinion + Request Additional Information + Additional Information + Casefile

Data Name	Status Information
Abbreviation	Status Info
Description	Status information is obtained from Records (HI/MIP), Case Recordation/ORCA, an automated case processing system, and Mining Claim Recordation (automated) to determine ownership and availability of the lands or interests therein being considered for exchange.
Data Type	Set
Ability to View	None
Ability to Update	BLM Use
Definition	[\$HI/MIP Info + \$Mining Claim Recordation Info + \$Case Recordation/ORCA Info]

Data Name	Suspense Actions
Abbreviation	Suspense Actions
Description	An Internal BLM memorandum or a tickler file (automated) may request a post conveyance (patent) action that must be taken due to a time frame requirement.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Suspense Action

Data Name	Task Share Amendment Not Required
Abbreviation	Task Sh Amd Not Req
Description	The task share amendment not required recommendation is forwarded to Management.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Task Share Amendment Not Required

Data Name	Task Share Concurrence
Abbreviation	Task Share Concur
Description	The Proponent/Applicant/Consultant and/or SMA providing written notification of their concurrence with the task share arrangement.
Data Type	Data Flow
Ability to View	None
Ability to Update	ELM Use
Definition	\$Task Share Concurrence

Data Name	Task Share Not Required
Abbreviation	Task Share Not Req
Description	The task share not required recommendation is forwarded to management.
Data Type	Data Flow
Ability to View	None
Ability to Update	ELM Use
Definition	\$Task Share Not Required

Data Name	Task Share Proposal Recommendations
Abbreviation	Task Sh Prop Recomm
Description	The Proponent/Applicant/Consultant and/or SMA submits a letter identifying those tasks, e.g. appraisal report, environmental analysis, etc., they will be responsible for.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Task Share Proposal Recommendations

Data Name	Task to Decision
Abbreviation	
Description	DEF aggregate interface from Task to Decision.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Recommend Task Share Proposal + Task Share Not Required + Recommend Not to Proceed + Add'l Task Share Info + Prelim Exch Proposal + Casefile (Serialized Pro) + Recomm Amended Task Share Pro + Task Share Amend Not Required + Recommend Not to Proceed w/Amendment + Add'l Amend Task Share Info + Amended Prelim Exch Proposal + Casefile (Amended Serial Pro)

Data Name	Task to PAC/SMA
Abbreviation	
Description	DED aggregate interface from Task to PAC/SMA.
Data Type	Aggregate
Ability to View	N/A
Ability to Update	N/A
Definition	Req Negotiate Task Share Proposal + Req Task Share Concurrence + Additional Task Share Information + Req Negotiate Amended Task Share Proposal + Req Amended Task Share Concurrence + Additional Amended Task Share Info

Data Name	Tax Deposit
Abbreviation	Tax Deposit
Description	The Proponent/Applicant/Consultant submits a Tax deposit in 1.2 times the amount of the previous years taxes, if lands are involved, to the cashier.
Data Type	Element
Ability to View	None
Ability to Update	BLM Use, FMS Use
Definition	\$serial number + \$name + \$amount

Data Name	Update Land Use Plan
Abbreviation	Update LUP
Description	Updates to Land Use Plans may be done as the result of the completion of Land Use Analysis, EA or ES.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use, Public Information
Definition	\$Update Land Use Plan

Data Name	Updates to Case Recordation/ORCA
Abbreviation	Update CR/ORCA
Description	Updates to CR/ORCA involve all facets of case action activities including dates of action, types of action, monies collected and refunded, etc.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM use, Public Information
Definition	\$Updates to CR/ORCA

Data Name	Value Concurrence
Abbreviation	Value Concur
Description	A letter is prepared by the Proponent/Applicant/Consultant concurring with the appraisal values of the private offered and selected public resources.
Data Type	Record
Ability to View	None
Ability to Update	BLM use, Public Information
Definition	\$serial number + \$name and address + (\$statement of value acceptance)

Data Name	Value Non-Acceptance
Abbreviation	Value Non-Accept
Description	A Letter is prepared by the Proponent/Applicant/Consultant informing the BLM Authorized Officer of the non-acceptance of the appraisal values.
Data Type	Record
Ability to View	None
Ability to Update	BLM use, Public Information
Definition	\$serial number + \$name and address + (\$Statement of Value non-acceptance)

Data Name	Verification of Qualifications
Abbreviation	Veri Qual
Description	An internal BLM memorandum is prepared identifying the qualifications of the Proponent/Applicant/Consultant as an individual or corporation.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use
Definition	\$certification of corporation \$Citizenship verification

Data Name	Warranty Deed
Abbreviation	WD
Description	The Proponent/Applicant/Consultant submits a county recorded warranty deed describing the offered, terms and conditions, and reservations as well as citing the authority the exchange is being made under.
Data Type	Record
Ability to View	None
Ability to Update	BLM Use, Public Information
Definition	\$serial number + \$name + \$legal description + \$time and conditions + \$encumbrances + \$act of authorization of exchange

Data Name	Zoning Restrictions
Abbreviation	Zoning Restrict
Description	The County Planning & Zoning Department may submit a letter or verbally describe any zoning restrictions that may limit land use of the Federal land under exchange consideration.
Data Type	Data Flow
Ability to View	None
Ability to Update	BLM Use
Definition	\$Zoning Restrictions + \$Location

Abbreviation Data Name	Account Number Account Number
Abbreviation Data Name	Ack Min US Acknowledge Minerals to US
Abbreviation Data Name	Ack With Req Acknowledge Withdraw Request
Abbreviation Data Name	Act Ad Eq Pay Ern Accounting Advice Equalization Payment Earned
Abbreviation Data Name	Act Ad Rct Eq Pay Er Accounting Advice Receipt Equalization Payment Earned
Abbreviation Data Name	Act Ad Rd Cash Eq Py Accounting Advice Returned Cash Equalization Payment
Abbreviation Data Name	Act Ad Rd Ct Re Fds Accounting Advice Refund Cost Reimbursement Funds
Abbreviation Data Name	Act Ad Rd Imp Rb Dep Accounting Advice Refund Improvements Reimbursement Deposit
Abbreviation Data Name	Act Ad Rt Ad Ct Re f Accounting Advice Receipt Additional Cost Reimbursement Fund
Abbreviation Data Name	Act Ad Rt Cash Eq Py Accounting Advice Receipt Cash Equalization Payment
Abbreviation Data Name	Act Ad Rt Imp Re Dep Accounting Advice Receipt Improvement Reimbursement Deposit
Abbreviation Data Name	Act Ad Rt Rd Ca Eq P Accounting Advice Receipt Refund Cash Equalization Payment
Abbreviation Data Name	Act Ad Rt Rd Re Dep Accounting Advice Receipt Refund Reimbursement Deposit

Abbreviation Data Name	Act Ad Rt Rd Tax Dep Accounting Advice Receipt Refund Tax Deposit
Abbreviation Data Name	Act Ad Rt Rt Rd Ct R Accounting Advice Receipt Refund Cost Reimbursement Funds
Abbreviation Data Name	Act Ad Tax Dep Accounting Advice Refund Tax Deposit
Abbreviation Data Name	Adc Ad Rt Tax Dep Accounting Advice Receipt Tax Deposit
Abbreviation Data Name	Addl Ct Re Fds Additional Cost Reimbursement Funds
Abbreviation Data Name	Addl Info Additional Information
Abbreviation Data Name	Am Ex Prop Amended Exchange Proposal
Abbreviation Data Name	Am In Public Int Amended May Be In Public Interest
Abbreviation Data Name	Amd Appraisal Rpt Amended Appraisal Report
Abbreviation Data Name	Amd Cat Excl Amended Categorical Exclusion
Abbreviation Data Name	Amd Decision Record Amended Decision Record
Abbreviation Data Name	Amd Deed Convey Amended Deed of Conveyance
Abbreviation Data Name	Amd Draft W D Amended Draft Warranty Deed
Abbreviation Data Name	Amd EA Amended Environmental Assessment
Abbreviation Data Name	Amd EA Review Amended Environmental Assessment Review

Abbreviation Data Name	Amd Ex Agr Concur Amended Exchange Agreement Concurrence
Abbreviation Data Name	Amd Ex Agr Sign Amended Exchange Agreement Signature
Abbreviation Data Name	Amd Ex Agr Sol Op Amended Exchange Agreement Soloicitor
Abbreviation Data Name	Amd Ex Recomm Amended Exchange Agreement Recommendation
Abbreviation Data Name	Amd Final E T Amended Final Environmental Statement
Abbreviation Data Name	Amd Final ES Rev Amended Final Environmental Statement Review
Abbreviation Data Name	Amd Fund Prop Concur Amended Funding Proposal Concurrence
Abbreviation Data Name	Amd Fund Prop Recom Amended Funding Proposal Recommendations
Abbreviation Data Name	Amd LUA Amended Land Use Analysis
Abbreviation Data Name	Amd LUP Amend Land Use Plan
Abbreviation Data Name	Amd Min Rpt Amended Mineral Report
Abbreviation Data Name	Amd Not In Pub Int Amended Not In Public Interest
Abbreviation Data Name	Amd Prel Ex Prop Amended Preliminary Exchange Proposal
Abbreviation Data Name	Amd Prel Res Anl End Amended Preliminary Resource Analysis Findings
Abbreviation Data Name	Amd Prel Title Rpt Amended Preliminary Title Report

Abbreviation Data Name	Amd Prelim Agr Procd Amended Preliminary Agreement to Proceed
Abbreviation Data Name	Amd Prelim Values Amended Preliminary Values
Abbreviation Data Name	Amd Sel Not Avail Amended Selected Not Available
Abbreviation Data Name	Amd Task Sh Concur Amended Task Share Concurrence
Abbreviation Data Name	Amd Task Share Recom Amended Task Share Recommendations
Abbreviation Data Name	Amd Title Pol Ins Amended Title Policy Insurance
Abbreviation Data Name	Amd WD Amended Warranty Deed
Abbreviation Data Name	Appraisal Info Appraisal Information
Abbreviation Data Name	Appraisal Rpt Appraisal Report
Abbreviation Data Name	Articles Incor Articles of Incorporation
Abbreviation Data Name	Avail Prel Amd Sel Availability of Preliminary Amended Selected
Abbreviation Data Name	Avail Prelim Sel Availability of Preliminary Selected
Abbreviation Data Name	Bus Cert Business Certification
Abbreviation Data Name	Cash Equal Pay Cash Equalization Payment
Abbreviation Data Name	Cat Excl Categorical Exclusion
Abbreviation	Cert Non-Encum

Data Name	Certification of Non-Encumbrance
Abbreviation	Cert Poss
Data Name	Certificate of Possession
Abbreviation	Citizen Verif
Data Name	Citizenship Verification
Abbreviation	Cn Ex Prop Amd
Data Name	Consider Exchange Proposal Amendment
Abbreviation	Conveyance Document
Data Name	Conveyance Document
Abbreviation	Copy Amd Ex Agr
Data Name	Copy Amended Exchange Agreement
Abbreviation	Copy Opening Order
Data Name	Copy of Opening Order
Abbreviation	Copy Prelim NORA
Data Name	Copy of Preliminary NORA
Abbreviation	Copy of Conveyance
Data Name	Copy of Conveyance
Abbreviation	Copy of Deeds
Data Name	Copy of Deed(s)
Abbreviation	Copy of Modification
Data Name	Copy of Modification
Abbreviation	Copy of NORA
Data Name	Copy of NORA
Abbreviation	Ct Re Fds
Data Name	Cost Reimbursement Funds
Abbreviation	Dec Accept Titl Base
Data Name	Decision to Accept Title to Base
Abbreviation	Dec Mod Prop
Data Name	Decision to Modify Proposal
Abbreviation	Dec Rec Recomm
Data Name	Decision Record Recommendation
Abbreviation	Dec to Reject

Data Name	Decision to Reject
Abbreviation	Decision Record
Data Name	Decision Record
Abbreviation	Deed Convey
Data Name	Deed of Conveyance
Abbreviation	Draft Amd Ex Agr
Data Name	Draft Amended Exchange Agreement
Abbreviation	Draft Ex Agr
Data Name	Draft Exchange Agreement
Abbreviation	Draft NORA
Data Name	Draft NORA
Abbreviation	Draft Prelim NORA
Data Name	Draft Preliminary NORA
Abbreviation	Draft W D
Data Name	Draft Warranty Deed
Abbreviation	Draft WD Op
Data Name	Draft Warranty Deed Opinion
Abbreviation	EA
Data Name	Environmental Assessment
Abbreviation	EA Review
Data Name	Environmental Assessment Review
Abbreviation	End Amd Prel Agr Pro
Data Name	Endorsement of Amended Preliminary Agreement to Proceed
Abbreviation	End Prel Agr Proceed
Data Name	Endorsement of Preliminary Agreement to Proceed
Abbreviation	Equal Pay Earned
Data Name	Equalization Payment Earned
Abbreviation	Est New LUP
Data Name	Establish New Land Use Plan
Abbreviation	Ex Agr Amd Recomm
Data Name	Exchange Agreement Amendment

	Recommendation
Abbreviation	Ex Agr Concur
Data Name	Exchange Agreement Concurrence
Abbreviation	Ex Agr Recomm
Data Name	Exchange Agreement Recommendation
Abbreviation	Ex Agr Sign
Data Name	Exchange Agreement Signature
Abbreviation	Ex Agr Sol Opn
Data Name	Exchange Agreement Solicitor Opinion
Abbreviation	Exch Prop
Data Name	Exchange Proposal
Abbreviation	Field Ins Tour Con
Data Name	Field Inspection Tour Concurrence
Abbreviation	Final ES
Data Name	Final Environmental Statement
Abbreviation	Final Review Recomm
Data Name	Final Review Recommendation
Abbreviation	Final Title Op
Data Name	Final Title Opinion
Abbreviation	Fld Ins Tour Non Com
Data Name	Field Inspection Tour Non-Compliance
Abbreviation	Fund Amd Not Requir
Data Name	Funding Amendment Not Required
Abbreviation	Fund Just
Data Name	Funding Justification
Abbreviation	Fund Not Required
Data Name	Funding Not Required
Abbreviation	Fund Prop Concur
Data Name	Funding Proposal Concurrence
Abbreviation	Fund Prop Recomm
Data Name	Funding Proposal Recommendations
Abbreviation	Graz Red/Inc

Data Name	Grazing Reduction/Increase
Abbreviation	Impr Re Dep
Data Name	Improvement Reimbursement Deposit
Abbreviation	In Public Interest
Data Name	May Be In Public Interest
Abbreviation	Issue QCD
Data Name	Issue Quit Claim Deed
Abbreviation	LLA Recomm
Data Name	Land Use Analysis Recommendation
Abbreviation	LU Restrict Info
Data Name	Land Use Restriction Information
Abbreviation	LUA
Data Name	Land Use Analysis
Abbreviation	Letter Adv Convey
Data Name	Letter Advising of Conveyance
Abbreviation	Min Report
Data Name	Mineral Report
Abbreviation	Mineral Info
Data Name	Mineral Information
Abbreviation	Modification
Data Name	Modification
Abbreviation	NORA
Data Name	NORA
Abbreviation	NORA Protest Recomm
Data Name	NORA Protest Recomm
Abbreviation	NORA Protest Sol Op
Data Name	NORA Protest Sol Opinion
Abbreviation	Not Cost Reim Funds
Data Name	Notice of Cost Reimbursement Funds
Abbreviation	Not in Public Intere
Data Name	Not in Public Interest
Abbreviation	Notice Accept

Data Name	Notice of Acceptance
Abbreviation	Notice Non-Accept
Data Name	Notice of Non-Acceptance
Abbreviation	Notice Public Meet
Data Name	Notice of Public Meeting
Abbreviation	Notice of Appeal
Data Name	Notice of Appeal
Abbreviation	Notice of Conveyance
Data Name	Notice of Conveyance
Abbreviation	Notice of Proposal
Data Name	Notice of Proposal
Abbreviation	Notice of Transfer
Data Name	Notice of Transfer
Abbreviation	Notice to Vacate
Data Name	Notice to Vacate
Abbreviation	Off Res Info
Data Name	Offered Resource Information
Abbreviation	Opening Order
Data Name	Opening Order
Abbreviation	Part Concur
Data Name	Participation Concurrence
Abbreviation	Pol Title Ins
Data Name	Policy Title Insurance
Abbreviation	Pre Res al Amd Off
Data Name	Preliminary Resource Value of Amended Offered
Abbreviation	Prel Res Anal End
Data Name	Preliminary Resource Analysis Findings
Abbreviation	Prel Res Val Am Sel
Data Name	Preliminary Resource Value of Amended Selected
Abbreviation	Prelim Agr Proceed
Data Name	Preliminary Agreement to Proceed

Abbreviation Data Name	Prelim Exch Prop Preliminary Exchange Proposal
Abbreviation Data Name	Prelim NORA Preliminary NORA
Abbreviation Data Name	Prelim NORA Comments Preliminary NORA Comments
Abbreviation Data Name	Prelim Res Val Sel Preliminary Resource Value of Selected
Abbreviation Data Name	Prelim Res Valu Off Preliminary Resource Value of Offered
Abbreviation Data Name	Prelim Title Op Preliminary Title Opinion
Abbreviation Data Name	Prelim Title Rpt Preliminary Title Report
Abbreviation Data Name	Prelim Values Preliminary Values
Abbreviation Data Name	Project Number Project Number
Abbreviation Data Name	Proof Impr Pay Proof of Improvement Payment
Abbreviation Data Name	Proof Tax Pay Proof of Tax Payment
Abbreviation Data Name	Protest Protest
Abbreviation Data Name	Protest Opinion Protest Opinion
Abbreviation Data Name	Pub Pay Publication Payment
Abbreviation Data Name	Recom Amd Fund Prop Recommended Amended Funding Proposal
Abbreviation Data Name	Recom Amend Task Sh Recommended Amended Task Share Proposal

Abbreviation Data Name	Recom Fund Prop Recommended Funding Proposal
Abbreviation Data Name	Recom Not To Proceed Recommendation Not To Proceed
Abbreviation Data Name	Recom Not to Pro w/a Recommendation Not to Proceed With Amendment
Abbreviation Data Name	Recom Not to Proceed Recommendation Not to Proceed
Abbreviation Data Name	Recom Task Sh Prop Recommend Task Share Proposal
Abbreviation Data Name	Recomm Against Agr Recommendation Against Agreement
Abbreviation Data Name	Req Ack Min US Request Acknowledge Minerals to US
Abbreviation Data Name	Req Add Ct Rb Eds Request Additional Cost Reimbursement Funds
Abbreviation Data Name	Req Am Ex Agr Rev Request Amended Exchange Agreement Review
Abbreviation Data Name	Req Am Ex Agr Sol Op Request Amended Exchange Agreement Solicitor Opinion
Abbreviation Data Name	Req Amd Appr Rpt Rev Request Amended Appraisal Report Review
Abbreviation Data Name	Req Amd Cat Excl Request Amended Categorical Exclusion
Abbreviation Data Name	Req Amd Dec Rec Request Amended Decision Record
Abbreviation Data Name	Req Amd Deed Convey Request Amended Deed of Conveyance
Abbreviation	Req Amd Draft W D

Data Name	Request Amended Draft Warrenty Deed
Abbreviation	Req Amd EA
Data Name	Request Amended Environmental Assessment
Abbreviation	Req Amd EA Review
Data Name	Request Amended Environmental Assessment Review
Abbreviation	Req Amd Ex Agr Concr
Data Name	Request Amended Exchange Agreement Concurrence
Abbreviation	Req Amd Ex Agr Sig
Data Name	Request Amended Exchange Agreement Signature
Abbreviation	Req Amd Final ES
Data Name	Request Amended Final Environmental Statement
Abbreviation	Req Amd Final Es Rev
Data Name	Request Amended Final Environmental Statement Review
Abbreviation	Req Amd Fund Anal
Data Name	Request Amended Finding Analysis
Abbreviation	Req Amd Fund Prop Co
Data Name	Request Amended Funding Proposal Concurrence
Abbreviation	Req Amd LUA
Data Name	Request Amended Land Use Analysis
Abbreviation	Req Amd Min Rpt
Data Name	Request Amended Mineral Report
Abbreviation	Req Amd Min Rpt Rev
Data Name	Request Amended Mineral Report Review
Abbreviation	Req Amd Prel Agr Pro
Data Name	Request Amendment to Preliminary Agreement to Proceed
Abbreviation	Req Amd Prel Tit Rpt
Data Name	Request Amended Preliminary Title

Report

Abbreviation Data Name	Req Amd Prel Values Request Amended Preliminary Values
Abbreviation Data Name	Req Amd Task Sh Anal Request Amended Task Share Analysis
Abbreviation Data Name	Req Amd Task Sh Conc Request Amended Task Share Concurrence
Abbreviation Data Name	Req Amd Title Pl Ins Request Amended Title Policy Insurance
Abbreviation Data Name	Req Amd WD Request Amended Warranty Deed
Abbreviation Data Name	Req Appr Rpt Rev Request Appraisal Report Review
Abbreviation Data Name	Req Appraisal Amd Request Appraisal Amendment
Abbreviation Data Name	Req Appraisal Info Request Appraisal Information
Abbreviation Data Name	Req Appraisal Rpt Request Appraisal Report
Abbreviation Data Name	Req Art Incomp Request Articles of Incorporation
Abbreviation Data Name	Req Bus Cert Request Business Certification
Abbreviation Data Name	Req Cat Excl Request Categorical Exclusion
Abbreviation Data Name	Req Cert Non-Encum Request Certificate of Non-Encumbrance
Abbreviation Data Name	Req Cert Poss Request Certificate of Possession
Abbreviation Data Name	Req Citizen Verif Request Citizenship Verification
Abbreviation	Req Con Ex Agr

Data Name	Request to Consider Exchange Agreement
Abbreviation	Req Con Ex Agr Amd
Data Name	Request Consider Exchange Agreement Amendment
Abbreviation	Req Dec Rec Review
Data Name	Request Decision Record Review
Abbreviation	Req Deed of Convey
Data Name	Request Deed of Conveyance
Abbreviation	Req Draft W D
Data Name	Request Draft Warranty
Abbreviation	Req Draft WD Op
Data Name	Request Draft Warranty Deed Opinion
Abbreviation	Req EA
Data Name	Request Environmental Assessment
Abbreviation	Req EA Review
Data Name	Request Environmental Assessment Review
Abbreviation	Req End Pre Agr Pro
Data Name	Request Endorsement of Preliminary Agreement to Proceed
Abbreviation	Req EndAmd Pre Ag Pr
Data Name	Request Endorsement Amended Preliminary Agreement to Proceed
Abbreviation	Req Equal Pay
Data Name	Request Equalization Payment
Abbreviation	Req Est Ct Re Act
Data Name	Request to Establish Cost Reimbursement Account
Abbreviation	Req Ex Agr Concur
Data Name	Request Exchange Agreement Concurrence
Abbreviation	Req Ex Agr Review
Data Name	Request Exchange Agreement Review
Abbreviation	Req Ex Agr Sign
Data Name	Request Exchange Agreement Signature

Abbreviation Data Name	Req Ex Agr Sol Op Request Exchange Agreement Solicitor Opinion
Abbreviation Data Name	Req Ex Prop Amd Request Exchange Proposal Amendment
Abbreviation Data Name	Req Field Insp Tour Request Field Inspection Tour
Abbreviation Data Name	Req Final ES Request Final Environmental Statement
Abbreviation Data Name	Req Final ES Rev Request Final Environmental Statement Review
Abbreviation Data Name	Req Final Review Request Final Review
Abbreviation Data Name	Req Final Title Op Request Final Title Opinion
Abbreviation Data Name	Req Fund Anal Request Funding Analysis
Abbreviation Data Name	Req Fund Just Request Funding Justification
Abbreviation Data Name	Req Fund Prop Concur Request Funding Proposal Concurrence
Abbreviation Data Name	Req Inmp Rb Dep Request Improvement Reimbursement Deposit
Abbreviation Data Name	Req Issue Conveyance Req Issue Conveyance
Abbreviation Data Name	Req Issue Open Order Req Issue Opening Order
Abbreviation Data Name	Req LUA Request Land Use Analysis
Abbreviation Data Name	Req Min Info Request Mineral Information

Abbreviation Data Name	Req Min Report Request Mineral Report
Abbreviation Data Name	Req Min Rpt Rev Request Mineral Report Review
Abbreviation Data Name	Req NORA Protest Rev Req NORA Protest Review
Abbreviation Data Name	Req NORA Protest Sol Req NORA Protest Sol Op
Abbreviation Data Name	Req Neg Amd Fund Pro Request to Negotiate Amended Funding Proposal
Abbreviation Data Name	Req Neg Amd Tas Sh P Request Negotiate Amended Task Share Proposal
Abbreviation Data Name	Req Neg Ex Agr Request Negotiate Exchange Agreement
Abbreviation Data Name	Req Neg Ex Agr Amd Request Negotiate Exchange Agreement Amendment
Abbreviation Data Name	Req Neg Fund Prop Request to Negotiate Finding Proposal
Abbreviation Data Name	Req Neq Task Sh Prop Request Negotiate Task Share Proposal
Abbreviation Data Name	Req Off Res Info Request Offered Resource Information
Abbreviation Data Name	Req Pol Title Ins Request Policy Title Insurance
Abbreviation Data Name	Req Pre Anl Sel Res Request Preliminary Analysis of Amended Selected Resources
Abbreviation Data Name	Req Pre Res Anal Request Preliminary Resource Analysis
Abbreviation Data Name	Req Prel Amd Res Amd Request Preliminary Amended Review

Analysis

Abbreviation Data Name	Req Prel Anal Off Rs Request Preliminary Analysis of Offered Resources
Abbreviation Data Name	Req Prel Anal Sel Rs Request Preliminary Analysis of Selected Resources
Abbreviation Data Name	Req Prel Title Op Request Preliminary Title Opinion
Abbreviation Data Name	Req Prelim NORA Appr Request Preliminary NORA Approval
Abbreviation Data Name	Req Prelim Title Rpt Request Preliminary Title Report
Abbreviation Data Name	Req Prelim Values Request Preliminary Values
Abbreviation Data Name	Req Prelim Analysis Request Preliminary Analysis
Abbreviation Data Name	Req Proof Impr Pay Request Proof of Improvement Payment
Abbreviation Data Name	Req Proof Tax Pay Request Proof of Tax Payment
Abbreviation Data Name	Req Protest Op Request Protest Opinion
Abbreviation Data Name	Req Pub Pay Request Publication Payment
Abbreviation Data Name	Req Rd Cash Equal Py Request Refund Cash Equalization Payment
Abbreviation Data Name	Req Rd Ct Rd Eds Request Refund Cost Reimbursement Funds
Abbreviation Data Name	Req Rd Imp Rei Dep Request Refund Improvements Reimbursement Deposit

Abbreviation Data Name	Req Rd Tax Dep Request Refund Tax Deposit
Abbreviation Data Name	Req Reneg Task Sh Pr Request to Renegotiate Task Share Proposal
Abbreviation Data Name	Req Renog Fund Prop Request to Renegotiate Funding Proposal
Abbreviation Data Name	Req Reports Request Reports
Abbreviation Data Name	Req Res Eval Amd Request Resource Evaluation Amended
Abbreviation Data Name	Req Resp Cong Inquir Request Response to Congressional Inquiry
Abbreviation Data Name	Req Rev LUA Request Review of Land Use Analysis
Abbreviation Data Name	Req S N Request Serial Number
Abbreviation Data Name	Req SMA Info Request SMA Information
Abbreviation Data Name	Req SN Recom Exis Us Request Serial No's Reconveyed Existing Use
Abbreviation Data Name	Req Sel Res Info Request Selected Resource Information
Abbreviation Data Name	Req Task Sh Concur Request Task Share Concurrence
Abbreviation Data Name	Req Task Share Anal Request Task Share Analysis
Abbreviation Data Name	Req To Dep Request to Deposit
Abbreviation Data Name	Req Value Concur Request Value Concurrence

Abbreviation Data Name	Req Veri Qual Request Verification of Qualifications
Abbreviation Data Name	Req WD Request Warranty Deed
Abbreviation Data Name	Req With Prop Request to Withdraw Proposal
Abbreviation Data Name	Req Zoning Restrict Request Zoning Restrictions
Abbreviation Data Name	Req to Part Request to Participate
Abbreviation Data Name	Resource Info Resource Information
Abbreviation Data Name	Resp Cong Inquiry Response to Congressional Inquiry
Abbreviation Data Name	Response to Comments Response to Comments
Abbreviation Data Name	Response to Protest Response to Protest
Abbreviation Data Name	Rev Amd Appr Rpt Reviewed Amended Appraisal Report
Abbreviation Data Name	Rev Amd Min Rpt Revised Amended Mineral Report
Abbreviation Data Name	Rev Appr Rpt Reviewed Appraisal Report
Abbreviation Data Name	Rev Min Rpt Reviewed Mineral Report
Abbreviation Data Name	Rinal ES Review Final Environmental Statement Review
Abbreviation Data Name	Rq Pre Aml Amd Of Rs Request Preliminary Analysis of Amend Offered Resources
Abbreviation Data Name	SMA Info SMA Information

Abbreviation Data Name	Sel Not Avail Selected Not Available
Abbreviation Data Name	Sel Res Info Selected Resource Information
Abbreviation Data Name	Sel Res Status Selected Resource Status
Abbreviation Data Name	Serial R/W CF Serialized R/W Case Files
Abbreviation Data Name	Status Info Status Information
Abbreviation Data Name	Suspense Actions Suspense Actions
Abbreviation Data Name	Task Sh Amd Not Req Task Share Amendment Not Required
Abbreviation Data Name	Task Sh Prop Recomm Task Share Proposal Recommendations
Abbreviation Data Name	Task Share Concur Task Share Concurrence
Abbreviation Data Name	Task Share Not Req Task Share Not Required
Abbreviation Data Name	Tax Deposit Tax Deposit
Abbreviation Data Name	Update CR/ORCA Updates to Case Recordation/ORCA
Abbreviation Data Name	Update LUP Update Land Use Plan
Abbreviation Data Name	Value Concur Value Concurrence
Abbreviation Data Name	Value Non-Accept Value Non-Acceptance
Abbreviation Data Name	Veri Qual Verification of Qualifications

Abbreviation
Data Name

WD
Warranty Deed

Abbreviation
Data Name

Zoning Restrict
Zoning Restrictions

Abbreviation
Data Name

copy Ex Agr
Copy Exchange Agreement

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APPENDIX A

THE ALASKA EXCHANGE PROGRAM

Alaska, because of its unique land situation, requires special considerations in the processing of its exchanges. Not only does the historical background present a divergence from the impact of FLPMA, but also two laws mitigate the FLPMA requirements: the Alaska Native Claims Settlement Act (ANCSA) of 1971 and the Alaska National Interest Lands Conservation Act (ANILCA) of 1980. ANCSA authorized the Secretaries of Interior, Defense, and Agriculture to exchange lands or interests with Village Corporations, Regional Corporations, individuals, or the State of Alaska for the purpose of effecting land consolidations or to facilitate the management or development of the land. These exchanges had to be on the basis of equal value, with cash used to equalize.

Under FLPMA in 1976, the payment could not exceed twenty-five percent of the total value of the lands or interests transferred out of Federal ownership. ANILCA continued with the exchange authorization of ANCSA and FLPMA, except that the equal value and twenty-five percent rules may be set aside if the Secretary of Interior "determines it is in the public interest." Many of the exchanges in Alaska involve National Monuments, parks, and refuges.

Within the BLM management of Alaskan exchanges, there are a number of peculiarities in the Alaskan situation that influence how the Alaska State Office processes exchanges. These are discussed below:

- a. Alaska Land Use Council (ALUC) established by Section 1201 of ANILCA.

ALUC is a joint Federal-State council to oversee and provide input into land issues involving lands in Alaska. It is an advisory body and sounding board for sensitive issues. The Federal representative reports directly to the Secretary of Interior, and the State representative reports directly to the

THE ALASKA EXCHANGE PROGRAM

Governor. BLM notifies the ALUC when processing an exchange case and gives the council an opportunity to comment on the proposal. If the BLM does not accept the council's recommendation, the BLM must respond to the ALUC within thirty days with the reasoning.

b. Public Interest Determination based on ANILCA.

The equal value rule may be waived if the exchange is in the public interest. Thus, there has to be a public interest determination in processing the exchange case to consider acreage and value. Congress may be involved in the analysis.

c. Acreage Control.

Acreage control keeps track of the native and state land totals. It must also track priority in entitlements if the limit is reached. Water acreage and navigability are followed.

ANILCA must be closely checked to determine entitlements.

d. Congressional Mandated Exchanges.

Certain exchanges have been established by Congress and are in ANILCA. These will begin as Bureau motion exchanges and are funded by Congress.

e. ANCSA 17B Easement Review.

The easement review is an adjudicative process to identify public easements that provide access to other federal lands, public water bodies, and other public uses, and to guarantee treaty obligations. The review also ensures that existing uses such as power lines and other public facilities are protected.

The purpose of an exchange is to convey all U.S. interests, but the BLM also needs to protect Federal and public interests in easements. These easements in the patents are called reservations.

f. ANILCA 810 Subsistence Determination.

The purpose of this requirement is to determine if the proposed exchange will cause significant restriction of subsistence uses. These include residents who depend on subsistence uses of the land resources, mainly fish and game.

THE ALASKA EXCHANGE PROGRAM

These residents must have access to these resources. This determination is required before resolution of the exchange.

g. Navigability Determination/Issues.

Titles to all lands beneath coastal (tidal) and inland navigable waters not reserved to the Federal Government at the time of statehood passed to the State of Alaska under the Submerged Land Act or the Alaska Statehood Act. However, neither law attempted to define which bodies of water were navigable. Under ANCSA, the Natives can only receive title to public lands properly selected. Therefore, if a body of water is determined navigable, and the underlying lands belong to the State, the underlying lands are not available to the Natives.

The BLM is responsible for making an administrative determination as to the navigability of all waters, and thus ownership, within the lands selected under ANCSA.

h. Native Withdrawals.

ANCSA withdrew a pool of land from which the Natives could select. In some cases, certain of these withdrawals did not include sufficient acreage for the village or regional corporation to select its full entitlement. Thus, additional "deficiency withdrawals" were made, three times the deficiency so that the appropriate village or regional corporation would have a choice in selecting their entitlement.

These withdrawals must be taken into consideration in processing an exchange case.

